



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, February 01, 2021, 9:00 am

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

AGENDA

- 9:00 AM CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1** Opening Remarks - Chairman's Update
- ITEM 2** Public Comments
- ITEM 3** Presentation of County Service Pins - February 2021
- ITEM 4** Clark Cluster Home Group Development (Maritime Ridge)
- ITEM 5** Additional Revisions to Travel Trailer Park and Campground Ordinance
- ITEM 6** Dare County Home Health Hospice
- ITEM 7** **Consent Agenda**
1. Approval of Minutes
 2. Reimbursement Resolution - Fiscal Year 2020-2021
Vehicle & Equipment Financing #2
 3. Dominion Power Easement, COA Manteo
 4. Department of Health and Human Services - Public Health –
COVID-19 Funding
- ITEM 8** **Board Appointments**
1. Dare County Transportation Advisory Board
 2. Upcoming Board Appointments
- ITEM 9** **Commissioners' Business & Manager's/Attorney's Business**

ADJOURN UNTIL 5:00 P.M. ON FEBRUARY 16, 2021



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.

Covid-19 changes:

Public comment may be presented to the Board by sending an email during the meeting to: dcbo@darenc.com

Board Action Requested

Hear Public Comments

Item Presenter

Robert Outten, County Manager



Presentation of County Service Pins - February 2021

Description

The following employee receives a service pin this month:

Shanna Fullmer - 25 year pin

Board Action Requested

None - presentation

Item Presenter

Robert Outten, County Manager



Clark Cluster Home Group Development (Maritime Ridge)

Description

A site plan and conditional use permit application has been submitted by Christopher and Kathryn Clark for the construction of a cluster home development in Frisco, NC. The site plan, staff memo, and draft conditional use permit are attached with this cover sheet.

Board Action Requested

Approval of draft CUP and site plan. "I move that the proposed cluster home development and site plan submitted by Christopher and Kathryn Clark be approved as recommended by the Planning Board."

Item Presenter

Noah H Gillam, Assistant Planning Director



County of Dare

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

January 19, 2021

MEMORANDUM

TO: DARE COUNTY BOARD OF COMMISSIONERS

FROM: Noah H Gillam *NHG*

RE: Maritime Ridge Cluster Home Group Development CUP Application

Christopher and Kathryn Clark have submitted a conditional use permit application for a cluster home development on their property located in Frisco, NC. The property is identified as parcel 002731000 in the Dare County tax records, and is located at 50636 NC 12 Hwy, Frisco. The property is zoned S-1 and cluster homes are permitted as a conditional use.

Section 22-31.1 establishes a maximum size limitation of 1200 square feet of heated space for any structure constructed in a cluster home development. The applicant is proposing to construct 4, 900 square feet 2 bedroom dwellings meeting the requirements of the ordinance. The proposed site plan shows the dwellings being separated by 28 feet exceeding the 15 foot minimum requirement, and each dwelling having two gravel parking spaces.

The proposed cluster home development will be accessed from an existing 20' ft. asphalt road. The Dare County Fire Marshal has reviewed the site plan and has indicate that the existing asphalt road will be sufficient to allow emergency and service vehicle access to the 4 proposed dwellings. Notes addressing emergency vehicle access have been added to the site plan.

Section 22-31.1 states that any structure in a cluster home development shall be occupied on a long-term basis as defined in the Zoning Ordinance. Long-term is defined as a period longer than 31 days. This information should be noted on the site plan and in any homeowners documents created for the property.

A copy of the as-built site plan will need to be recorded in the Register of Deeds once the infrastructure improvements have been completed. If it is the intention of the

applicant to sell the individual footprints of the structures, homeowner's documents will be needed. Only the footprint of the structure can be conveyed to individual owners with the remainder of the site designated as common area.

The Dare County Planning Board reviewed the proposed CUP at their January 11, 2021 meeting and recommended approval. A draft CUP and site plan is attached for the boards review, other conditions may be added to the draft CUP as result of the February 1, 2020 Commissioners review.

As required by the CUP process adjoining property owners have been notified that a CUP for a Cluster Home Development has been applied for.

Cc: Michael Strader



Conditional Use Permit No.1 --2021

Dare County Sections 22-21.1, 22-31.1, and 22-68.

Application of: Christopher & Kathryn Clark

On February 01, 2021 the Dare County Board of Commissioners considered the application of the Petitioner above named which application is on file with the Dare County Planning Department, and the Board finds as follows:

1. That the written application of Petitioner with attachments has been duly submitted to the Dare County Planning Board as required by Section 22 of the Dare County Code (hereinafter referred to as "Code");
2. That the application substantially complies with the requirements of the Code in that it requests uses permitted by conditional use permit under the Code, including residential structures in a group housing development;
3. The subject property is zoned S-1. This property is identified on the Dare County tax records as parcel 002731000 and located in the Frisco tax district.
4. That the Dare County Planning Board recommended for approval the granting of this Conditional Use Permit as requested. The Planning Board made this recommendation on January 11, 2021.
5. That the Dare County Board of Commissioners is empowered under sections of the Code set out above to grant uses such as allowed herein and insofar as the conditional use is hereinafter allowed it will not adversely affect the public interest;
6. That the hereinafter described conditional use is deemed to be reasonable and is not in degradation of the intent of the ordinance.
7. That upon the evidence received, the testimony presented, and the submitted written record, there are sufficient facts to support the issuance of this Conditional Use Permit according to the terms and conditions below:

NOW, THEREFORE, under the provisions of the Code, the following conditional use is granted to Christopher and Kathryn Clark for a cluster home group development subject to such conditions as are hereinafter set out:

CONDITIONAL USE: a cluster home group development consisting of four residential structures as depicted on Appendix B included as part of this conditional use permit.

CONDITIONS:

1. The cluster home group development shall operate as prescribed in the definition set forth in Section 22-31.1 of the Dare County Zoning Ordinance. The structures shall be constructed as depicted on Appendix B and used not be occupied or rented on a short-term basis (less than 30 days) as defined in Section 22-2 of the Dare County Zoning Ordinance.
2. All structural improvements shall be located in the dwelling footprints as recorded on the final plat. The conditioned space of each structure shall not exceed 1200 square feet in area.
3. Parking improvements shall be in accordance to Section 22-56 of the Dare County Zoning Ordinance.
4. The structures shall be located on the parcel in conformance with the setbacks of Section 22-27.1 and Section 22-31.1 of the Zoning Ordinance.
5. A final site plan of the cluster home development depicting the footprint areas shall be recorded in the Register of Deeds. The cluster home sites may be transferred to individual owners with the remainder of the site dedicated as common area owners by a homeowners association or other similar entity. Covenants shall be recorded that includes a road maintenance agreement. A copy of the signed conditional use permit shall be recorded with the final site plan.
6. Access to the site shall be provided by the paved access road as depicted on the approved site plan. The road shall be maintained to support the imposed loads of fire apparatus and shall be surfaced to provide all-weather driving capabilities. Road maintenance shall be the responsibility of the Petitioner or any homeowners association that is established for the cluster home development.
7. Building permits for the structures shall be secured within 36 months from date of approval. The site improvements shall be constructed for compliance with the North Carolina fire codes. An as-built for the property shall be submitted to the Planning Department upon the completion of all four of the structures to confirm compliance with the terms of the Dare County Zoning Ordinance. If the developer chooses to construct the structures at different times, the individual as-built surveys for each structure shall be required before any structure is certified for occupancy.

8. All other terms and provisions of the Dare County Zoning Ordinance shall remain in full force and effect except as herein specifically permitted otherwise;

This 1st day of February 2021

SEAL:

COUNTY OF DARE

By: _____
Robert L Woodard
Dare County Board of Commissioners

ATTEST:

By: _____
Cheryl Anby
Clerk to the Board

THIS PERMIT AND THE CONDITIONS HEREIN ARE ACCEPTED

By: _____
Christopher & Kathryn Clark

APPROVED AS TO LEGAL FORM

By: _____
Robert L. Outten
County Attorney

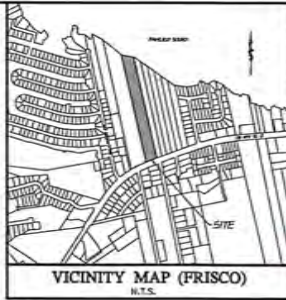
SHEET INDEX

- 1 EXISTING CONDITIONS & DEMOLITION PLAN
- 2 SITE & UTILITY PLAN
- 3 SOIL EROSION & SEDIMENT CONTROL PLAN
- 4 SOIL EROSION & SEDIMENT CONTROL DETAILS
- 5 SITE & UTILITY DETAILS

- NOTES:**
1. OWNER/CLIENT: CHRISTOPHER W. CLARK & KATHY M. CLARK 204 N. HICKS RD. WOODFORD, VA 22093
 2. DESIGNER: QUIBLE & ASSOCIATES, P.C. P.O. BOX 4018 WETHERSFIELD, VA 22092-0408 TEL: (540) 961-8147
 3. PROPERTY INFO: 204 N. HICKS RD. WETHERSFIELD, VA 22092-0408 PARCEL AREA = 2.64 ACRES ± (3.18 ACRES) AREA UNDEVELOPED OF ADJACENT PARCELS = 1.07 ACRES ± (1.14 ACRES)
 4. RECORDS REFERENCES: MR 2, PG 82; MR 2, PG 205
 5. FLOOD ZONE: AS SHOWN (DESIGNER TO CHECK BY FEMA) FROM FLOOD FIRM NUMBER 15010012C
 6. PROPERTY EASES: 3-1 SPECIAL
 7. SOIL TYPES: CLAYEY SAND (SAL), COARSE FINE SAND (SAL), & SANDSTONE (SAND) (SAL)
 8. BOUNDARY AND TOPOGRAPHIC DATA SHOWN ON THIS PLAN ARE BASED ON SURVEY BY DAVID A. HUGHES, P.E., DATED 04/20/20.
 9. VERTICAL DATUM: NAVD 83.
 10. THIS PLAN SUBJECT TO ANY FACTS, INCLUDING EASEMENTS, RESTRICTIONS, EASEMENTS, EASEMENTS, ETC. THAT MAY BE REVEALED BY A FULL AND COMPLETE TITLE SEARCH.
 11. PROJECT SCOPE: THIS PLAN PROVIDES THE DEMOLITION OF A 4 UNIT CLUSTER HOME DEVELOPMENT AND ASSOCIATED ON SITE WATERLINE IMPROVEMENTS.

12. EXISTING VEGETATION TO BE PRESERVED WHERE POSSIBLE.
13. REMOVAL OF EXISTING TREES AND OTHER VEGETATION IMPROVEMENTS OR RESTORATION ACTIVITIES WITH RELOCATION OF NEW CONSTRUCTION UNLESS NOTED OTHERWISE.
14. ALL UTILITIES SERVING THIS SITE WILL BE PLACED UNDERGROUND.
15. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS. THE LATEST EDITION OF THE NORTH CAROLINA CONSTRUCTION CODES AND STANDARDS SHALL BE APPLIED AS MUCH AS POSSIBLE. EXISTING UTILITIES SHALL BE IDENTIFIED AND PROPERLY COMPARTMENTED PER NORTH CAROLINA CONSTRUCTION CODES. EXISTING UTILITIES SHALL BE IDENTIFIED AS MUCH AS POSSIBLE. EXISTING UTILITIES SHALL BE IDENTIFIED AND PROPERLY COMPARTMENTED PER NORTH CAROLINA CONSTRUCTION CODES. EXISTING UTILITIES SHALL BE IDENTIFIED AND PROPERLY COMPARTMENTED PER NORTH CAROLINA CONSTRUCTION CODES.
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19. MAINTAIN AND PROTECT ALL OVERHEAD AND UNDERGROUND ELECTRICAL, TELEPHONE, CABLE TV, WATER, AND ALL OTHER UTILITIES SERVING THIS SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES SERVING THIS SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES SERVING THIS SITE.
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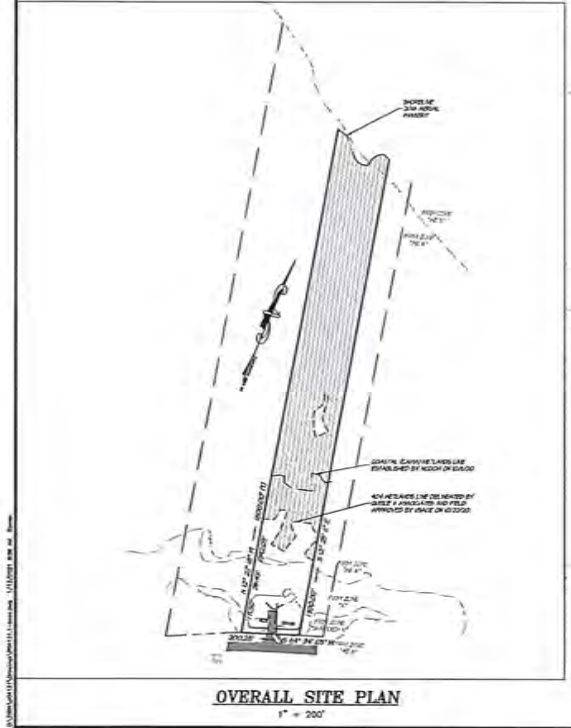
DATE: 10/11/2020
 SHEET NO. 1
 OF 5 SHEETS

Quible & Associates, P.C.
 ENGINEERS & ARCHITECTS
 1000 W. MARKET STREET, SUITE 100
 WETHERSFIELD, VA 22092
 TEL: (540) 961-8147
 FAX: (540) 961-8148
 WWW.QUIBLE.COM

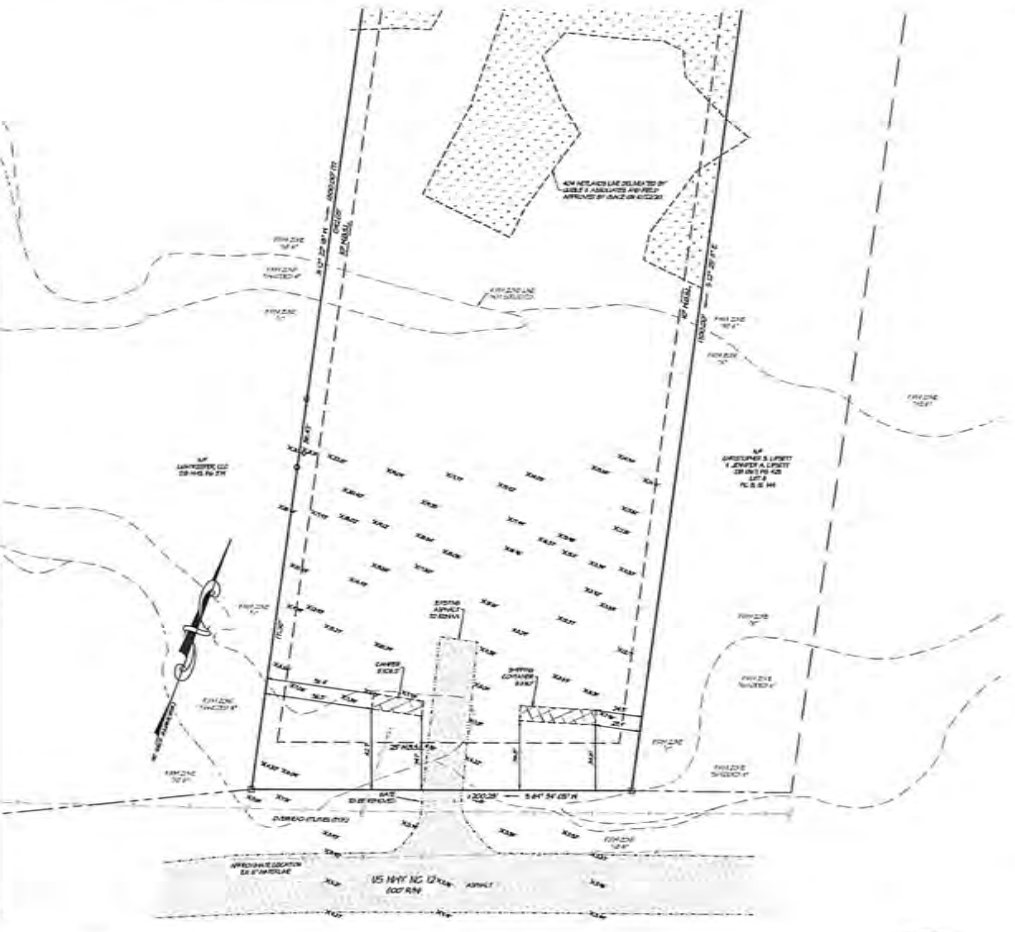
REGISTERED PROFESSIONAL ENGINEER
 STATE OF NORTH CAROLINA
 LICENSE NO. 10000

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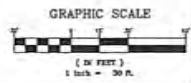
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OVERALL SITE PLAN
 1" = 200'



NOTE: THE DATA GIVEN ON THESE PLANS IS BELIEVED TO BE ACCURATE, BUT THE ACCURACY IS NOT GUARANTEED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LEVELS, LOCATIONS, TYPES, AND DIMENSIONS OF THE EXISTING UTILITIES PRIOR TO CONSTRUCTION. IF A DISCREPANCY IS FOUND, WORK SHALL CEASE AND THE ENGINEER NOTIFIED. WORK MAY CONTINUE UPON ENGINEER'S NOTICE TO PROCEED.



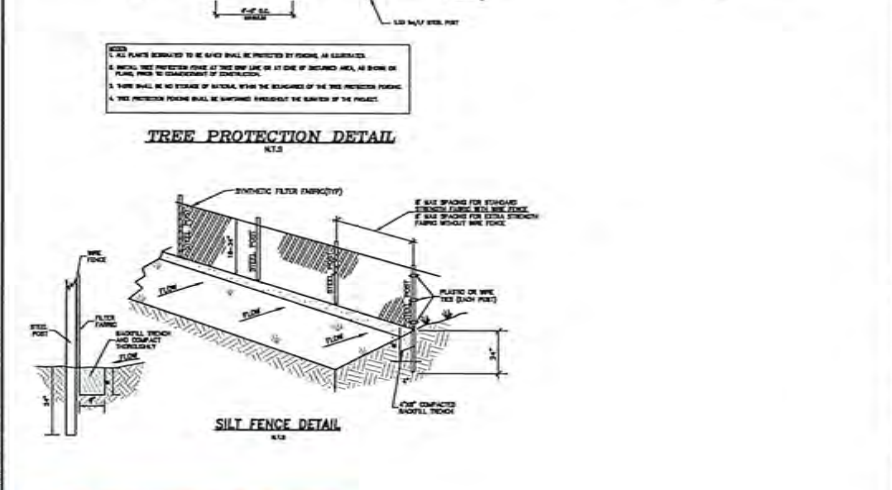
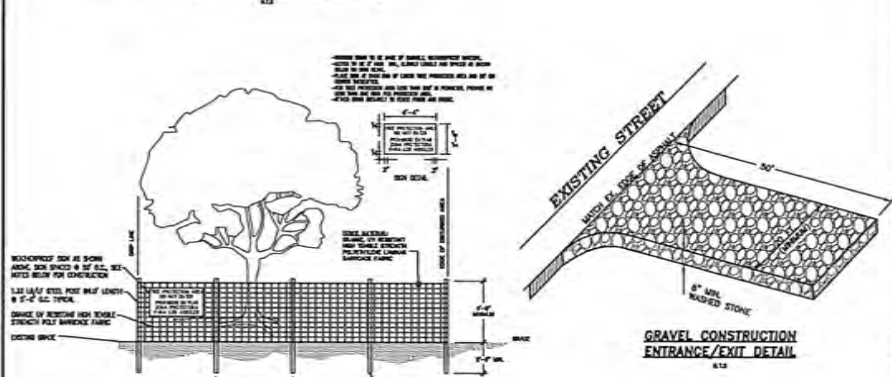
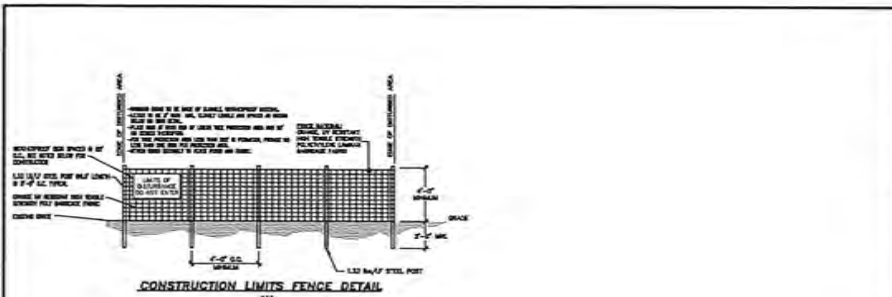
EXISTING CONDITIONS & DEMOLITION PLAN

MARITIME RIDGE CLUSTER HOME C.U.P.
 PIN: 051608-87-7948 PID: 002731000

PROJECT NO. F04131
 DESIGNED BY BBJ
 DRAWN BY BBJ
 CHECKED BY MWS
 DATE PLOTTED 10/11/2020

SHEET NO. 1
 OF 5 SHEETS

NORTH CAROLINA
 DAVIE COUNTY
 HASTINGS TOWNSHIP



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GROUND STABILIZATION AND MATERIALS HANDLING PRACTICES FOR COMPLIANCE WITH THE EROSION CONTROL PLAN (ECP)

Implementing the details and specifications in this plan shall result in the construction activity being considered compliant with the ECP. The ECP shall be maintained and updated in accordance with the NCG01 Construction General Form Section 5 and 6, respectively. The permittee shall comply with the ECP and Construction General Form Section 5 and 6, respectively. The ECP shall be maintained and updated in accordance with the NCG01 Construction General Form Section 5 and 6, respectively. The permittee shall comply with the ECP and Construction General Form Section 5 and 6, respectively.

TABLE 1: EROSION CONTROL PLAN (ECP) REQUIREMENTS

Site Area Description	Stabilization within 14 days after grading and disturbance	Stabilization within 30 days
(M) Formerly disturbed areas, roads, ditches, and perimeter ditches	7	None
(N) High-Quality Water (H2O) (H2O)	7	None
(O) Slopes greater than 1:1	7	Follow a 1:2 or less in height and not greater than 2.2, 14 days or more
(P) Slopes 1:1 to 1:2	14	7 days for slopes greater than 50% and 14 days for slopes greater than 1:2. 7 days for perimeter ditches, swales, ditches, perimeter ditches and 14 days for 1:1 to 1:2 slopes.
(Q) Areas with slopes between 1:1 and 1:2	14	7 days for perimeter ditches, swales, ditches, perimeter ditches and 14 days for 1:1 to 1:2 slopes.

GROUND STABILIZATION SPECIFICATIONS

- Stabilize the ground as quickly as possible but not later than the end of the techniques in the table below:
- Temporary Stabilization:**
 - Apply mulch or straw or other suitable material.
 - Apply mulch or straw or other suitable material.
 - Apply mulch or straw or other suitable material.
 - Apply mulch or straw or other suitable material.
 - Permanent Stabilization:**
 - Plant native grasses or other suitable vegetation.
 - Plant native grasses or other suitable vegetation.
 - Plant native grasses or other suitable vegetation.
 - Plant native grasses or other suitable vegetation.

CONSTRUCTION MATERIALS AND WASTE MANAGEMENT

1. Store materials in a secure area for the entire duration of the project.
2. Apply materials in a secure area for the entire duration of the project.
3. Apply materials in a secure area for the entire duration of the project.
4. Store materials in a secure area for the entire duration of the project.

EQUIPMENT AND VEHICLE MAINTENANCE

1. Maintain all equipment and vehicles in good working order.
2. Provide adequate maintenance records.
3. Identify leaks and repair as soon as feasible.
4. Collect all oil, fuel, and other fluids and dispose of them properly.
5. Remove leaking fuel lines and construction equipment from sites until the problem has been corrected.
6. Bring used fuel, lubricants, paints, hydraulic fluid and other petroleum products to a recycling or disposal center that handles these materials.

LITTER, EXCESSIVE MATERIAL AND LAND CLEARING WASTE

1. Remove any litter or debris from the site.
2. Store excess materials in a secure area.
3. Clean up any litter or debris from the site.
4. Store excess materials in a secure area.
5. Clean up any litter or debris from the site.
6. Store excess materials in a secure area.

PAINT AND OTHER LIQUID WASTE

1. Store paint and other liquid waste in a secure area.
2. Clean up any paint and other liquid waste from the site.
3. Store paint and other liquid waste in a secure area.
4. Clean up any paint and other liquid waste from the site.

HAZARDOUS WASTE

1. Store hazardous waste in a secure area.
2. Clean up any hazardous waste from the site.
3. Store hazardous waste in a secure area.
4. Clean up any hazardous waste from the site.

WASTEWATER MANAGEMENT

1. Store wastewater in a secure area.
2. Clean up any wastewater from the site.
3. Store wastewater in a secure area.
4. Clean up any wastewater from the site.

NCG01 GROUND STABILIZATION AND MATERIALS HANDLING EFFECTIVE: 04/01/19

SELF-INSPECTION, RECORDKEEPING AND REPORTING

The permittee shall conduct self-inspections of the site at least once per week during construction. The permittee shall maintain records of all self-inspections and report the results to the Division of Environmental Quality. The permittee shall maintain records of all self-inspections and report the results to the Division of Environmental Quality.

TABLE 2: SELF-INSPECTION, RECORDKEEPING AND REPORTING

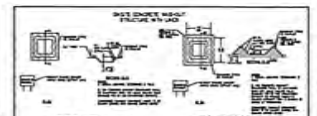
Item to Inspect	Frequency	Reporting Method
1. Erosion Control Plan (ECP) compliance	Weekly	Written report to the Division of Environmental Quality
2. Construction materials and waste management	Weekly	Written report to the Division of Environmental Quality
3. Equipment and vehicle maintenance	Weekly	Written report to the Division of Environmental Quality
4. Litter, excessive material and land clearing waste	Weekly	Written report to the Division of Environmental Quality
5. Paint and other liquid waste	Weekly	Written report to the Division of Environmental Quality
6. Hazardous waste	Weekly	Written report to the Division of Environmental Quality
7. Wastewater management	Weekly	Written report to the Division of Environmental Quality

SELF-INSPECTION, RECORDKEEPING AND REPORTING

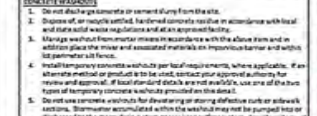
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TABLE 3: SELF-INSPECTION, RECORDKEEPING AND REPORTING

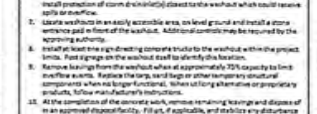
Item to Inspect	Frequency	Reporting Method
1. Erosion Control Plan (ECP) compliance	Weekly	Written report to the Division of Environmental Quality
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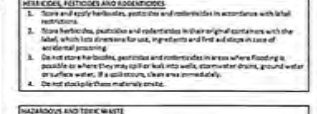
CONSTRUCTION LIMITS FENCE DETAIL



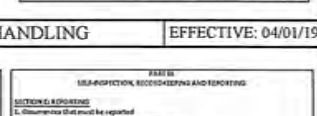
GRAVEL CONSTRUCTION ENTRANCE/EXIT DETAIL



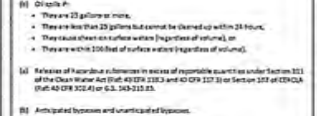
TREE PROTECTION DETAIL



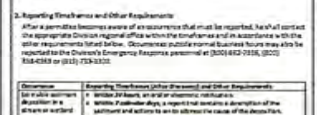
CONSTRUCTION LIMITS FENCE DETAIL



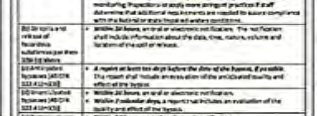
GRAVEL CONSTRUCTION ENTRANCE/EXIT DETAIL



TREE PROTECTION DETAIL



CONSTRUCTION LIMITS FENCE DETAIL

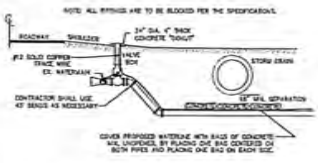


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SOIL EROSION & SEDIMENT CONTROL DETAILS
 MARITIME RIDGE CLUSTER HOME CUP.
 PIN: 051608-87-7948 PFD: 002731000
 NORTH CAROLINA
 HAYSTACK TOWNSHIP
 GAITHER COUNTY

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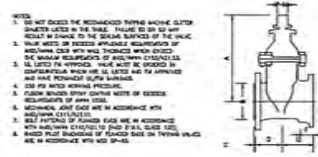


CULVERT CROSSING DETAIL
N.T.S.

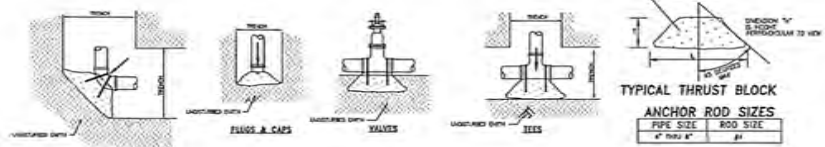
NOMINAL PIPE SIZE	SLEEVE O.D. SPACING (INCHES)	SLEEVE JOINTS	CATALOG NUMBER	BT	BRANCH SIZE	APPROX. WEIGHT
6"	12"	12"	RS-12-6"	12"	6"	1.2
8"	12"	12"	RS-12-8"	12"	8"	1.8
10"	12"	12"	RS-12-10"	12"	10"	2.4
12"	12"	12"	RS-12-12"	12"	12"	3.0

TYPICAL TAPPING SLEEVE DETAIL
SHAW-WALKER, INC. TOP GRADED STEEL TAPPING SLEEVE

DIMENSION	VALVE SIZE	
	6"	8"
A	12-1/2"	14-1/2"
B	12-1/2"	14-1/2"
C	12-1/2"	14-1/2"
D	12-1/2"	14-1/2"
E	12-1/2"	14-1/2"
F	12-1/2"	14-1/2"
G	12-1/2"	14-1/2"
H	12-1/2"	14-1/2"
I	12-1/2"	14-1/2"
J	12-1/2"	14-1/2"
K	12-1/2"	14-1/2"
L	12-1/2"	14-1/2"
M	12-1/2"	14-1/2"
N	12-1/2"	14-1/2"
O	12-1/2"	14-1/2"
P	12-1/2"	14-1/2"
Q	12-1/2"	14-1/2"
R	12-1/2"	14-1/2"
S	12-1/2"	14-1/2"
T	12-1/2"	14-1/2"
U	12-1/2"	14-1/2"
V	12-1/2"	14-1/2"
W	12-1/2"	14-1/2"
X	12-1/2"	14-1/2"
Y	12-1/2"	14-1/2"
Z	12-1/2"	14-1/2"



TYPICAL TAPPING VALVE DETAIL
SHAW-WALKER, INC. TOP GRADED STEEL TAPPING VALVE



TYPICAL ANCHOR ROD SIZES
PIPE SIZE ROD SIZE

PIPE SIZE	ROD SIZE	W (IN)	H (IN)	T (IN)
1/2"	1/2"	1.5	1.5	1.5
3/4"	3/4"	1.5	1.5	1.5
1"	1"	1.5	1.5	1.5
1 1/4"	1 1/4"	1.5	1.5	1.5
1 1/2"	1 1/2"	1.5	1.5	1.5
2"	2"	1.5	1.5	1.5
2 1/2"	2 1/2"	1.5	1.5	1.5
3"	3"	1.5	1.5	1.5
3 1/2"	3 1/2"	1.5	1.5	1.5
4"	4"	1.5	1.5	1.5
4 1/2"	4 1/2"	1.5	1.5	1.5
5"	5"	1.5	1.5	1.5
5 1/2"	5 1/2"	1.5	1.5	1.5
6"	6"	1.5	1.5	1.5
6 1/2"	6 1/2"	1.5	1.5	1.5
7"	7"	1.5	1.5	1.5
7 1/2"	7 1/2"	1.5	1.5	1.5
8"	8"	1.5	1.5	1.5
8 1/2"	8 1/2"	1.5	1.5	1.5
9"	9"	1.5	1.5	1.5
9 1/2"	9 1/2"	1.5	1.5	1.5
10"	10"	1.5	1.5	1.5
10 1/2"	10 1/2"	1.5	1.5	1.5
11"	11"	1.5	1.5	1.5
11 1/2"	11 1/2"	1.5	1.5	1.5
12"	12"	1.5	1.5	1.5
12 1/2"	12 1/2"	1.5	1.5	1.5
13"	13"	1.5	1.5	1.5
13 1/2"	13 1/2"	1.5	1.5	1.5
14"	14"	1.5	1.5	1.5
14 1/2"	14 1/2"	1.5	1.5	1.5
15"	15"	1.5	1.5	1.5
15 1/2"	15 1/2"	1.5	1.5	1.5
16"	16"	1.5	1.5	1.5
16 1/2"	16 1/2"	1.5	1.5	1.5
17"	17"	1.5	1.5	1.5
17 1/2"	17 1/2"	1.5	1.5	1.5
18"	18"	1.5	1.5	1.5
18 1/2"	18 1/2"	1.5	1.5	1.5
19"	19"	1.5	1.5	1.5
19 1/2"	19 1/2"	1.5	1.5	1.5
20"	20"	1.5	1.5	1.5
20 1/2"	20 1/2"	1.5	1.5	1.5
21"	21"	1.5	1.5	1.5
21 1/2"	21 1/2"	1.5	1.5	1.5
22"	22"	1.5	1.5	1.5
22 1/2"	22 1/2"	1.5	1.5	1.5
23"	23"	1.5	1.5	1.5
23 1/2"	23 1/2"	1.5	1.5	1.5
24"	24"	1.5	1.5	1.5
24 1/2"	24 1/2"	1.5	1.5	1.5
25"	25"	1.5	1.5	1.5
25 1/2"	25 1/2"	1.5	1.5	1.5
26"	26"	1.5	1.5	1.5
26 1/2"	26 1/2"	1.5	1.5	1.5
27"	27"	1.5	1.5	1.5
27 1/2"	27 1/2"	1.5	1.5	1.5
28"	28"	1.5	1.5	1.5
28 1/2"	28 1/2"	1.5	1.5	1.5
29"	29"	1.5	1.5	1.5
29 1/2"	29 1/2"	1.5	1.5	1.5
30"	30"	1.5	1.5	1.5
30 1/2"	30 1/2"	1.5	1.5	1.5
31"	31"	1.5	1.5	1.5
31 1/2"	31 1/2"	1.5	1.5	1.5
32"	32"	1.5	1.5	1.5
32 1/2"	32 1/2"	1.5	1.5	1.5
33"	33"	1.5	1.5	1.5
33 1/2"	33 1/2"	1.5	1.5	1.5
34"	34"	1.5	1.5	1.5
34 1/2"	34 1/2"	1.5	1.5	1.5
35"	35"	1.5	1.5	1.5
35 1/2"	35 1/2"	1.5	1.5	1.5
36"	36"	1.5	1.5	1.5
36 1/2"	36 1/2"	1.5	1.5	1.5
37"	37"	1.5	1.5	1.5
37 1/2"	37 1/2"	1.5	1.5	1.5
38"	38"	1.5	1.5	1.5
38 1/2"	38 1/2"	1.5	1.5	1.5
39"	39"	1.5	1.5	1.5
39 1/2"	39 1/2"	1.5	1.5	1.5
40"	40"	1.5	1.5	1.5
40 1/2"	40 1/2"	1.5	1.5	1.5
41"	41"	1.5	1.5	1.5
41 1/2"	41 1/2"	1.5	1.5	1.5
42"	42"	1.5	1.5	1.5
42 1/2"	42 1/2"	1.5	1.5	1.5
43"	43"	1.5	1.5	1.5
43 1/2"	43 1/2"	1.5	1.5	1.5
44"	44"	1.5	1.5	1.5
44 1/2"	44 1/2"	1.5	1.5	1.5
45"	45"	1.5	1.5	1.5
45 1/2"	45 1/2"	1.5	1.5	1.5
46"	46"	1.5	1.5	1.5
46 1/2"	46 1/2"	1.5	1.5	1.5
47"	47"	1.5	1.5	1.5
47 1/2"	47 1/2"	1.5	1.5	1.5
48"	48"	1.5	1.5	1.5
48 1/2"	48 1/2"	1.5	1.5	1.5
49"	49"	1.5	1.5	1.5
49 1/2"	49 1/2"	1.5	1.5	1.5
50"	50"	1.5	1.5	1.5
50 1/2"	50 1/2"	1.5	1.5	1.5
51"	51"	1.5	1.5	1.5
51 1/2"	51 1/2"	1.5	1.5	1.5
52"	52"	1.5	1.5	1.5
52 1/2"	52 1/2"	1.5	1.5	1.5
53"	53"	1.5	1.5	1.5
53 1/2"	53 1/2"	1.5	1.5	1.5
54"	54"	1.5	1.5	1.5
54 1/2"	54 1/2"	1.5	1.5	1.5
55"	55"	1.5	1.5	1.5
55 1/2"	55 1/2"	1.5	1.5	1.5
56"	56"	1.5	1.5	1.5
56 1/2"	56 1/2"	1.5	1.5	1.5
57"	57"	1.5	1.5	1.5
57 1/2"	57 1/2"	1.5	1.5	1.5
58"	58"	1.5	1.5	1.5
58 1/2"	58 1/2"	1.5	1.5	1.5
59"	59"	1.5	1.5	1.5
59 1/2"	59 1/2"	1.5	1.5	1.5
60"	60"	1.5	1.5	1.5
60 1/2"	60 1/2"	1.5	1.5	1.5
61"	61"	1.5	1.5	1.5
61 1/2"	61 1/2"	1.5	1.5	1.5
62"	62"	1.5	1.5	1.5
62 1/2"	62 1/2"	1.5	1.5	1.5
63"	63"	1.5	1.5	1.5
63 1/2"	63 1/2"	1.5	1.5	1.5
64"	64"	1.5	1.5	1.5
64 1/2"	64 1/2"	1.5	1.5	1.5
65"	65"	1.5	1.5	1.5
65 1/2"	65 1/2"	1.5	1.5	1.5
66"	66"	1.5	1.5	1.5
66 1/2"	66 1/2"	1.5	1.5	1.5
67"	67"	1.5	1.5	1.5
67 1/2"	67 1/2"	1.5	1.5	1.5
68"	68"	1.5	1.5	1.5
68 1/2"	68 1/2"	1.5	1.5	1.5
69"	69"	1.5	1.5	1.5
69 1/2"	69 1/2"	1.5	1.5	1.5
70"	70"	1.5	1.5	1.5
70 1/2"	70 1/2"	1.5	1.5	1.5
71"	71"	1.5	1.5	1.5
71 1/2"	71 1/2"	1.5	1.5	1.5
72"	72"	1.5	1.5	1.5
72 1/2"	72 1/2"	1.5	1.5	1.5
73"	73"	1.5	1.5	1.5
73 1/2"	73 1/2"	1.5	1.5	1.5
74"	74"	1.5	1.5	1.5
74 1/2"	74 1/2"	1.5	1.5	1.5
75"	75"	1.5	1.5	1.5
75 1/2"	75 1/2"	1.5	1.5	1.5
76"	76"	1.5	1.5	1.5
76 1/2"	76 1/2"	1.5	1.5	1.5
77"	77"	1.5	1.5	1.5
77 1/2"	77 1/2"	1.5	1.5	1.5
78"	78"	1.5	1.5	1.5
78 1/2"	78 1/2"	1.5	1.5	1.5
79"	79"	1.5	1.5	1.5
79 1/2"	79 1/2"	1.5	1.5	1.5
80"	80"	1.5	1.5	1.5
80 1/2"	80 1/2"	1.5	1.5	1.5
81"	81"	1.5	1.5	1.5
81 1/2"	81 1/2"	1.5	1.5	1.5
82"	82"	1.5	1.5	1.5
82 1/2"	82 1/2"	1.5	1.5	1.5
83"	83"	1.5	1.5	1.5
83 1/2"	83 1/2"	1.5	1.5	1.5
84"	84"	1.5	1.5	1.5
84 1/2"	84 1/2"	1.5	1.5	1.5
85"	85"	1.5	1.5	1.5
85 1/2"	85 1/2"	1.5	1.5	1.5
86"	86"	1.5	1.5	1.5
86 1/2"	86 1/2"	1.5	1.5	1.5
87"	87"	1.5	1.5	1.5
87 1/2"	87 1/2"	1.5	1.5	1.5
88"	88"	1.5	1.5	1.5
88 1/2"	88 1/2"	1.5	1.5	1.5
89"	89"	1.5	1.5	1.5
89 1/2"	89 1/2"	1.5	1.5	1.5
90"	90"	1.5	1.5	1.5
90 1/2"	90 1/2"	1.5	1.5	1.5
91"	91"	1.5	1.5	1.5
91 1/2"	91 1/2"	1.5	1.5	1.5
92"	92"	1.5	1.5	1.5
92 1/2"	92 1/2"	1.5	1.5	1.5
93"	93"	1.5	1.5	1.5
93 1/2"	93 1/2"	1.5	1.5	1.5
94"	94"	1.5	1.5	1.5
94 1/2"	94 1/2"	1.5	1.5	1.5
9				



Additional Revisions to Travel Trailer Park and Campground Ordinance

Description

The Board adopted revisions to the Travel Trailer Park and Campground Ordinance in October 2020. At that time, the Board instructed the Planning Board and staff to have additional discussions about the ratio of travel trailers and camping cabins/alternative camping cabins allowed in campgrounds. A detailed staff report and recommended draft language is included with the cover sheet.

Board Action Requested

Motion to schedule a hearing on additional revisions to TTPCO as recommended by the Planning Board.

Item Presenter

Donna Creef, Planning Director

STAFF REPORT

TO: Dare County Board of Commissioners

FROM: Donna Creef

RE: Additional Revisions to Travel Trailer Park and Campground Ordinance

In October 2020, the Board of Commissioners adopted a set of revisions to the Travel Trailer Park and Campground Ordinance (TTPCO) to update the standards to allow alternative camping units and camping cabins. The revisions adopted in October included a 50/50 travel trailer to camping cabin/alternative camping unit ratio at a density of 28 units per acre. The revisions also included a 60% lot coverage that excludes wetland areas from the calculation. At the time of adoption, the Board instructed the Planning Board and staff to have additional discussions regarding the travel trailer-cabin ratio and lot coverage to ensure consistency with the other lot coverage regulations in the Zoning Ordinance.

Ratio of Camping Units: At their January 11, 2021 meeting, the Planning Board recommended an additional revision to the TTPCO to allow camping cabins and alternative camping units at a greater ratio at a density of 14 units per acre applied to the camping cabins and alternative camping units. If a developer chooses to provide a larger number of camping cabins or alternative camping units than the current 50%, then it must be developed at a decreased ratio. As the number of cabins and camping units increases, the overall density of the campground will decrease. I have attached the draft language for this revision which includes an example table for ease of use and explanation. This tradeoff in increased ratio with a decreased density should address the concerns about consistency with the group development standards and previous public comments we received in October stressing the importance to let free market forces dictate the appropriate ratio of campground development.

Lot Coverage: The TTPCO allows a lot coverage of 60% excluding wetland areas coupled with a standard that allows access roads in campgrounds to be of a pervious or unpaved surface. There was some discussion in October that the exclusion of wetlands may be inequitable compared to the group housing standards. The group housing standards establish a 30% lot coverage based on the entirety of a parcel with a requirement for paved or impervious road surfaces. The Planning Board re-iterated their support of the current methodology for lot coverage calculations, which balances the allowance of unpaved (pervious) roadway and 60% maximum lot coverage. The Planning Board also re-iterated support for the existing requirement that Parks contain a minimum of 2 acres of contiguous area, exclusive of any coastal or freshwater wetlands, so that Parks are of a sufficient size, not just small areas of high ground with a few

camp sites. The Planning Board's recommendation does not include any revision to the lot coverage standard.

Before any additional revisions can be made to the TTPCO, a hearing on the amendments must be held by the Board of Commissioners. The first available date for such a hearing is Tuesday, February 16, 2021.

Motion to schedule a hearing: " I move to schedule a hearing for February 16 at 5:00 p.m. on the proposed revisions to the Travel Trailer Park and Campground Ordinance as recommended by the Planning Board."

PROPOSED REVISION TO TTPCO AS RECOMMENDED BY PLANNING BOARD

Draft Language (new language is underlined)

Section 160. 22 (C) PARKS may be comprised of travel trailers sites, camping cabins, alternative camping units, and camping tent sites. The preliminary and the final site plan shall identify the proposed use of each space or camping area. If a PARK is proposed to feature other camping units than travel trailers, a minimum of 50% of all camping spaces shall be designated and used as travel trailer spaces or; the total number of camping cabins and alternative camping units shall be limited to a density of 14 units per acre with the remaining sites, if utilized, devoted to travel trailer camping sites.

Examples of Ratio-Density Calculations – 10 acre site used for example

<u>Ratio of Cabins/ACU</u>	Travel Trailers	Cabins/Alternative Units	Total
50%	140	140	280 camping sites
60%	93	140	233 camping sites
70%	60	140	200 camping sites
80%	35	140	175 camping sites
90%	16	140	156 camping sites
100%	0	140	140 camping sites



Dare County Home Health Hospice

Description

On December 21, 2020 the Board authorized staff to proceed to solicit providers to make proposals to purchase the Dare County Certificate of Need for Home Health and Hospice. The statutory Public Notice was published on January 20, 2021. The attached resolution is presented for the Board's consideration.

Board Action Requested

Adopt Resolution Supporting Home Health and Hospice Request for Proposal

Item Presenter

Robert Outten, County Manager

WEDNESDAY, JANUARY 20, 2021

THE COASTLAND TIMES

Public Notice

Pursuant to N.C. Gen. Stat. 131E-13(d), the Dare County Board of Commissioners (the "Board") is providing notice of its plans to consider its intent to sell or otherwise convey its home health and hospice agency, Dare Home Health & Dare Hospice (the "Agency"), in a manner consistent with its governmental purpose, at its regular meeting to be held at 9:00 a.m. on Monday, February 1, 2021. The meeting will be held in the Board of Commissioners meeting room adjacent to the Dare County Administration Building, 954 Marshall C. Collins Drive in Manteo.

Upon such declaration of intent to sell the Agency, the Board plans to issue a Request for Proposals ("RFP") related to the sale of its Agency. By this Notice, the Board also solicits any other party interested in participating in the RFP to contact Ms. Sheila Davies, the Dare County Public Health Director, in writing by February 1, 2021, at Sheila.davies@darenc.com. Upon receipt of an acceptable proposal, as determined by the Board in its sole discretion, the Board intends on negotiating terms with the selected respondent in a manner consistent with its governmental purpose.

1-20c



**Resolution
Supporting Home Health and Hospice
Request for Proposal**

WHEREAS, Dare County currently owns certain assets, which assets are associated with and utilized in the operation of a Medicare-certified home health and hospice agency, Dare Home Health & Dare Hospice (the “Agency”); and

WHEREAS, the Board has performed a review of the current home health and hospice operational environment in its region, as well as the Agency’s fiscal and operational position, and has examined and considered the prospects for continuing to operate these services as an independent provider in such environment; and

WHEREAS, the Board has examined the potential benefits of conveying the Agency to another operator, and believes it is in the best interest of the County and the community to further investigate the opportunities for a sale of the Agency at this time; and

WHEREAS, N.C. Gen. Stat. §131 E-13(d) sets forth the procedural requirements by which the County must sell or otherwise convey the Agency to a third party; such procedural requirements were promulgated to ensure that all interested parties, including, without limitation, the members of the general public have the opportunity to comment about a potential sale or conveyance; and pursuant to N.C. Gen. Stat. §131E-13(d)(1), the Board desires to declare its intent to sell the Agency.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby declares its intent to sell the Agency, contingent upon the County’s receipt of an acceptable proposal for such sale, which complies with the requirements of North Carolina law and is satisfactory to the Board.

BE IT FURTHER RESOLVED, that the Board hereby authorizes health care advisors to prepare and issue a Request for Proposal (“RFP”) for the sale of the Agency, which shall include a copy of N.C. Gen. Stat. §131E-13(d), and if needed, to negotiate and effectuate the sale of the Agency.

Adopted by the Dare County Board of Commissioners this the 1st day of February, 2021.

Robert Woodard, Sr., Chairman

Attest:

Cheryl C. Anby, Clerk to the Board



Consent Agenda

Description

1. Approval of Minutes - January 19, 2021
2. Reimbursement Resolution - Fiscal Year 2020/2021 Vehicle & Equipment financing #2
3. Dominion Easement for College of The Albemarle Project
4. Department of Health and Human Services - Public Health - COVID 19 Funding

Board Action Requested

Approval

Item Presenter

Robert Outten, County Manager



Approval of Minutes

Description

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

Board Action Requested

Approve Previous Minutes

Item Presenter

Robert Outten, County Manager



County of Dare

P.O. Box 1000 | Manteo, NC 27954

MINUTES

DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

5:00 p.m., January 19, 2021

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

Commissioners absent: None

Others present: County Manager/Attorney, Robert Outten (virtual attendance)
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.

At 5:04 p.m. Chairman Woodard called to order the regularly scheduled meeting with appropriate prior public notice having been given. He read the invocation provided by Rev. Jody Moore 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 during his opening remarks, which can be viewed in their entirety on the Dare County website:

- Announced Moody’s Investor Service had upgraded the County’s insurer rating to Aa1 from Aa2 and had upgraded the LOB’s from Aa2 to Aa3. The County benefits from the upgrade, which is owed to the sound financial position supported by long-term planning and policies driven by our Finance Director and this Board.
- Chairman recapped the recent COVID statistics stating the total case count since March was 2,300, with 201 active cases currently in the County. The majority of the cases were due to direct contact. There were recent outbreaks at the two assisted-living facilities and the Detention Center. Weekly testing would continue at these facilities until a twenty-eight day period of no new cases was identified. There were 1,300 more vaccine doses coming this week coupled with 1,162 doses from the hospital.
- He had attended the 30th anniversary of the Martin Luther King, Jr. sermon hosted yearly by the Lewis family.
- The State of the County address would be presented on January 27, 2021 at 2:00 p.m.
- Chairman gave an encouraging presentation regarding current challenges and the need to unify ourselves with positivity. He stated in part: “Tough times do not last, but tough people do.”

ITEM 2 – PUBLIC COMMENTS

At 5:29 p.m. floor was opened for making public comments via email at dcboc@darenc.com. The Board received two emails during the meeting.

1. Mr. and Mrs. Frank Regulaski submitted comments not objecting to the tax dedicated to Avon beach nourishment; however, noting “the use of Hwy 12 as a tax boundary line” was “not equitable”.
2. George Carver, Exec. Director, Dare Minority Coalition submitted a request for County resources to aid in clearing ditches to “prevent flooding”.

The County Manager closed Public Comments at 5:30 p.m.

ITEM 3 – 2022 AVON VILLAGE BEACH NOURISHMENT, (Att. #1)

Coastal Science Engineering (CSE) had provided a proposal for the Avon Village Beach Nourishment project. According to the proposal, the cost would be reduced by \$2-3 million if piggy-backed to the Buxton renourishment project. There were three levels of beach/dune restoration with the emergency portion to include 240,000 cubic yards along 8,000 linear feet of beach. This section extends south from Avon Pier to Askins Creek North Drive. The County Manager explained the County was not yet ready to make a decision; however, it was necessary to have the consultants begin working in order to meet time restraints. He recommended approving the contract to get them started. If the Avon project did not move forward, the County would pay for the work done. Letters of explanation would be sent to Avon residents with a public hearing scheduled in the coming weeks to discuss logistics.

MOTION

Commissioner Tobin motioned to approve the CSE proposal/contract, authorize the final contract to be signed by the County Manager and approve the Capital Project Ordinance. Commissioners House and Bateman seconded the motion.

VOTE: AYES unanimous

ITEM 4 – FISCAL YEAR 2021 MID-YEAR BUDGET REVISIONS (Att. #1)

A summary of the FY2021 mid-year budget revisions was provided to the Board. The County Manager explained there were significant gains in most of the County’s revenue sources. He pointed out the County’s financial position had improved markedly and would allow a number of budget revisions. He touched on several of the adjustments which included financing vehicles and equipment; return of \$300,000 to the school’s local capital outlay and the transfer from General Fund would increase by \$586,417. He also reviewed the revisions as they applied to County staff. A 2% COLA would be part of the budget revisions along with the funding of the Merit Pay program. He noted employees had worked hard since the beginning of COVID and the Health Department, EMS, Sheriff’s Department and other first responders had performed in an exemplary manner without the first complaint. He outlined how \$1,000, \$600, \$400 and \$200 one-time COVID pay would be released to staff in appreciation. The Board members each added their thanks to County staff’s selfless and exceptional service throughout the pandemic.

MOTION

Vice-Chairman Overman motioned to adopt the budget amendment for the Capital Investment Fund and adopt the budget amendment for operating budget changes for the General, C&D, Sanitation, Water, Insurance and Fleet Maintenance Funds.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 5 – CAPITAL IMPROVEMENTS PLANNING COMMITTEE RECOMMENDATIONS – PROPOSED PLANS FOR EMS STATIONS

Mr. Outten outlined the opportunity to speed up plans to replace EMS Station 1 by partnering with Kitty Hawk in their plans to build a police and fire station at the bypass. They are moving along quickly and need to know if the County is agreeable to join in the effort. An old cost estimate from Cahoon+Kasten Architects projected costs for the project. Oakley Collier was asked to review the square footage estimates for project accuracy. The County Manager reviewed several scenarios for square foot costs at \$200-\$250/sq. feet. Initial estimates indicated the cost to add a two-bay EMS station to the Kitty Hawk plans could cost the County approximately \$500,000, which would be a marked savings.

The County Manager advised the Town of Kill Devil Hills' EMS project was different. The old station, in dire need of renovation or replacement, was located on Kill Devil Hills' property. It would be difficult to replace the building and still operate during new construction. Through part of the discussions with Kill Devil Hills, the idea of purchasing the land and building of Mako Mikes had been raised in order to build a new larger station with good accessibility. The new station could be built while continuing operations at the old station. The owner could be asked to donate a certain amount of possible proceeds in order to ease the burden of purchase by the County. If the purchase was shared with Kill Devil Hills, the cost would be divided. Kill Devil Hills was not far enough in their plans yet to pursue further.

Vice-Chairman Overman explained he would like for the County Manager to negotiate the purchase of the property irrespective of whether Kill Devil Hills moved forward with their project because it was an ideal location and the County could be doing the project without the Town's joinder. The Board discussed and agreed the locations of the prospective stations were ideal, especially if the County was going to keep pace with needed services.

MOTION

Vice-Chairman Overman motioned to move forward with negotiations and plans with the Town of Kitty Hawk to adjoin an EMS station with their proposed new fire station, if held at a cost around \$500,000; to continue discussions with Kill Devil Hills regarding a new EMS station and authorized the County Manager to move forward with discussions with the owner of Mako Mikes to pursue the purchase of the property.

Commissioner House seconded the motion.

VOTE: AYES unanimous

ITEM 6 – 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 (01.04.21) **(Att. # 2)**
- 2) Buxton Maintenance/Storm Damage Repair Grant **(Att. # 3)**
- 3) Tax Collector's Report
- 4) LeaseQuery 3-year Software Subscription Agreement
- 5) Authorization to Present Service Weapon to Retiring Deputy Sheriff

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

Commissioner Couch congratulated Deputy Charlene Seto on her retirement.

ITEM 7 – BOARD APPOINTMENTS

1) Aging Advisory Council

Vice Commissioner Overman motioned to reappoint Brandi Bohanan and Kaye White for another term.

Commissioner Ross seconded the motion.

VOTE: AYES unanimous

2) Planning Board

Commissioner Couch motioned to reappoint John Finelli and David Hines for another term.

Vice Chairman Overman seconded the motion.

VOTE: AYES unanimous

3) Commission for Working Watermen

Commissioner Tobin motioned to reappoint Jamie Reibel and Steve House for another term.

Commissioner Ross seconded the motion.

VOTE: AYES unanimous

4) Dare County Joint Community Advisory Committee

Vice-Chairman Overman motioned to reappoint Jim Tobin for another term.

Commissioner House seconded the motion.

VOTE: AYES unanimous

5) Older Adult Services Advisory Council

Commissioner House motioned to reappoint Jim Tobin for another term.

Commissioner Couch seconded the motion.

VOTE: AYES unanimous

ITEM 8 – COMMISSIONERS’ BUSINESS & MANAGER’S/ATTORNEY’S BUSINESS

Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety in a video on the Dare County website. Following is a brief summary outline of the items mentioned by Commissioners:

Commissioner Tobin

- Reported on recent meeting of the Oregon Inlet Task Force. There were some issues in the replacement of some navigational aids outside the Inlet and he was hopeful they would be resolved in a few months.
- Provided a report of his trip with Commissioner House and Jordan Hennessy to Mobile, Alabama and Morgan City, Louisiana to review the pump systems, drag arms and drag heads for the County’s dredge. The proposed drag head for the County’s dredge may be undersized, which would require revisiting the permits for any recommended changes and changing the drag arm.
- He reviewed the Oregon Inlet dredge schedule. Merritt was expected February 14. The Currituck was still at the shipyard for at least a year.

Commissioner Ross

- Reported on a study by UNC, Charlotte and Duke University regarding COVID and school openings. The study's conclusion of in-school infections after monitoring eleven school districts with 100,000 students and staff were extremely rare. There were no transmissions of child to adult reported. He noted his continued support to the County's schools for a safe return to in-class learning, as evidence seems to reflect minimal risk.
- The Animal Shelter Project would have a ribbon-cutting ceremony on March 19, 2021. The initial fund-raiser sold out with five hundred commemorative brick pavers.
- Reported the Albemarle Commission would meet Thursday to elect new officers and he would provide an update at the next meeting.
- He thanked the many nurses and staff of the Outer Banks Hospital Ambulatory Unit for their dedication and excellent care provided to patients during these trying times.

Commissioner House

- He reported on the trip for dredge research in Alabama and Louisiana. He noted they had been able to see some of the steel to be used to build the County dredge. The trip had been informative and produced many good ideas as the project moves forward.
- Thanked the Board for his reappointment to work with the Working Watermen Commission. He would provide updates on fishing issues at a later meeting.
- Reported on events in history today. In 1809, the author and poet Edgar Allen Poe had been born. In 1807, Commander of the military forces in the Confederacy, Robert E. Lee had been born. His estate later became what we now know as Arlington National Cemetery.
- Provided the Pet of the Week video showcasing an adoptable dog named "Woodstock".

Vice-Chairman Overman – Noted he had nothing further to report.

Commissioner Bateman

- Noted and appreciated the trash clean up along the Causeway by the Coastal Science Institute.
- Remembered Thomas Williamson, who had died last week. He had been a retired Federal Aviation Administration program manager and had traveled all but one state. He was a dedicated volunteer to the County.

Commissioner Couch

- Chief Judge Linda McGee, a Corolla resident, who had served on the North Carolina Court of Appeals, retired this year and he wished her the best in retirement.
- Reported on the vaccination clinic at the Fessenden Center. It was well organized and orderly with a great spirit of cooperation and caring.

MANAGER'S/ATTORNEY'S BUSINESS

County Manager Outten commented on the Moody's upgrade and commended the County staff for their hard work, the management of department budgets and the Board's guidance.

Dave Clawson thanked the Board for allowing the financial models and adoption of policies which have been part of the upgrade success. He noted Dare County was unique in that they have had the same bond council, underwriter and the same financial advisors since 1993.

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

MOTION

Commissioner House motioned to adjourn the meeting.

Commissioner Bateman seconded the motion.

VOTE: AYES unanimous

At 6:40 p.m., the Board of Commissioners adjourned until 9:00 a.m., February 1, 2021.

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 of Commissioners at this meeting are on file in the office of the Clerk to the Board.



Reimbursement Resolution - Fiscal Year 2020-2021 Vehicle & Equipment Financing #2

Description

The 2020-2021 operating budget was revised mid-year to include an additional \$1,671,162 to be financed for the purchase of vehicles and equipment. Adoption of the attached resolution will allow the County to be reimbursed from the proceeds of the financing for those items that need to be purchased prior to the placement of the financing.

Board Action Requested

Adopt the reimbursement resolution.

Item Presenter

None

Resolution No. _____

REIMBURSEMENT RESOLUTION – FISCAL YEAR 2020-2021 VEHICLE AND EQUIPMENT FINANCING PROJECT #2

WHEREAS, the County Manager and the Finance Officer have described to the Board of Commissioners the desirability of adopting a resolution, as provided under federal tax law, to facilitate the County’s use of financing proceeds to restore County funds when the County makes capital expenditures prior to closing on a bond issue or other financing;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Dare, North Carolina as follows:

Section 1. *Official Declaration of Intent.* The County presently intends, and reasonably expects, to reimburse itself for the original expenditures incurred and paid by the County on or after the date occurring 60 days prior to the date of adoption of this resolution from a portion of the proceeds of the obligations. The County reasonably expects to execute and deliver the obligations to finance all or a portion of the costs of the project and the maximum principal amount of obligations expected to be executed and delivered by County to pay for all or a portion of the costs of the project is \$1,671,162.

Section 2. *Compliance with Regulations.* The County adopts this resolution as a declaration of official intent under Section 1.150-2 of the Treasury Regulations promulgated under Section 103 of the Internal Revenue Code of 1986, as amended, to evidence the County’s intent to reimburse itself for the original expenditures from proceeds of the obligations.

Section 3. *Itemization of Capital Expenditures.* The Finance Director of the County is hereby authorized, directed and designated to act on behalf of the County in determining and itemizing all of the original expenditures incurred and paid by the County in connection with the project during the period commencing on the date occurring 60 days prior to the date of adoption of this resolution and ending on the date of execution and delivery of the obligations.

Section 4. *Effective Date.* This resolution shall become effective immediately upon the date of its adoption.

Adopted this 1st day of February, 2021.

Chairman, Board of County Commissioners

[SEAL]

COUNTY OF DARE, NORTH CAROLINA

Clerk to the Board



Dominion Power Easement, COA Manteo

Description

Dominion Power is requesting an easement to relocate the existing overhead power lines underground in preparation for the new COA Campus in Manteo.

Board Action Requested

Request to approve easement and allow the County Manager execute easement agreement.

Item Presenter

Brent Johnson, Project Manager



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 sum of One Dollar (\$1.00) cash in hand paid 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 non-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, including the wires and facilities of any other public service company in aid of or to effectuate such internal telephone or other internal communication purposes; and for lighting purposes; including but not limited to the right:

Initials: _____

This Document Prepared by Virginia Electric and Power Company and should be returned to:
Dominion Energy North Carolina, 304 NC Highway 11N, Ahoskie, NC 27910 .

(Page 1 of 5 Pages)
NCROW No(s). 68-21-0004

Form No. 721043-1 (May 2019)
© 2021 Dominion Energy

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 THIRTY (30') feet in width across the lands of **GRANTOR**; and

2. The easement granted herein shall extend across the lands of **GRANTOR** situated in , North Carolina, as more fully described on Plat(s) Numbered 68-21-0004 , 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)
NCROW No(s). 68-21-0004

Form No. 721043-2 (May 2019)
© 2021 Dominion Energy

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** shall have the right to assign or transfer, without limitation, to any public service company all or any part of the perpetual right, privilege and easement granted 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)
NCROW No(s). 68-21-0004

Form No. 721043-3 (May 2019)
© 2021 Dominion Energy



Right of Way Agreement

11. **GRANTOR** covenants that it is seized 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 County, North Carolina, whose name is signed to the foregoing writing dated this _____ day of _____, 20____, and acknowledged the same before me.

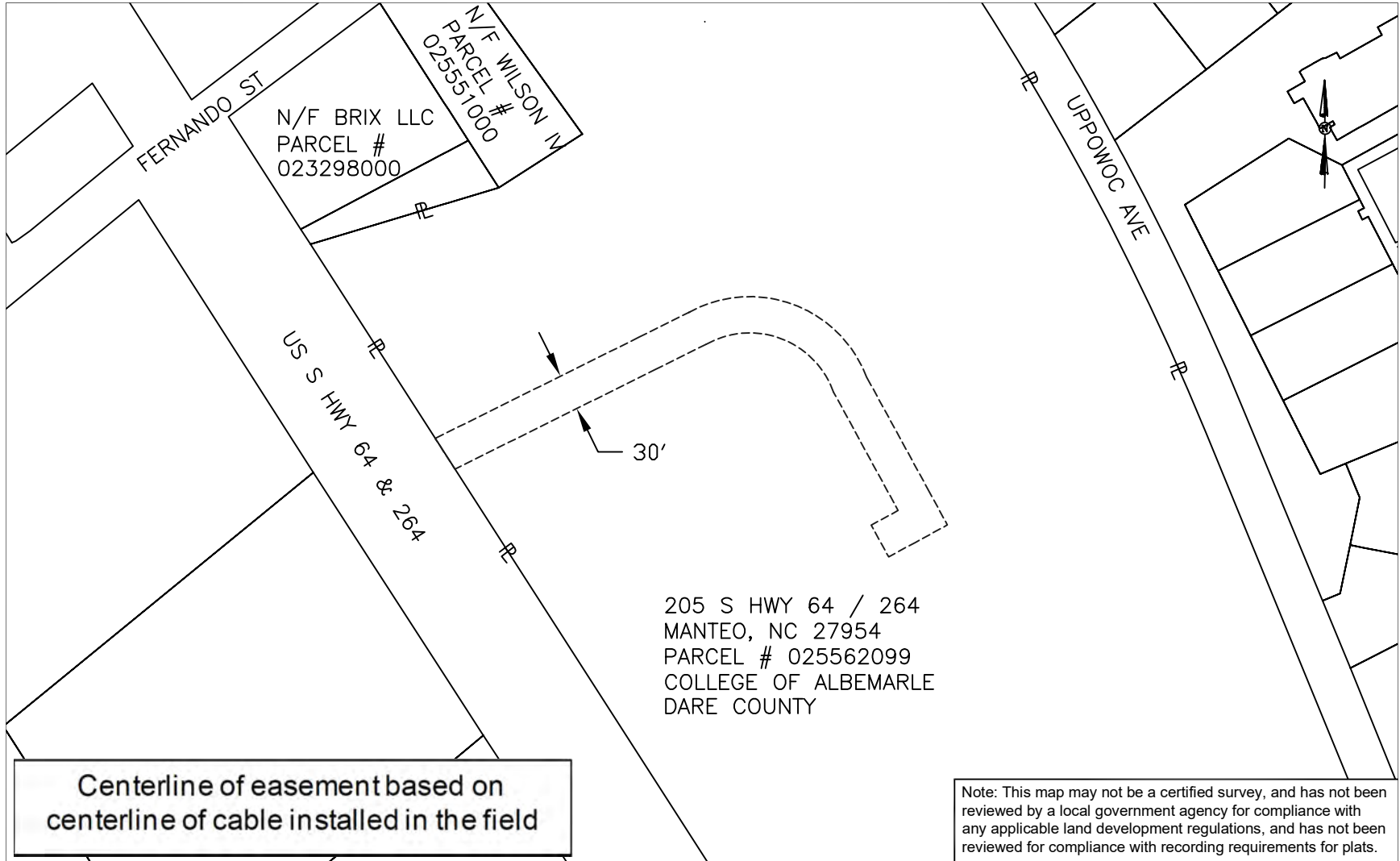
Given under my hand _____, 20____.

Notary Public (Print Name)

Notary Public (Signature)

My Commission Expires: _____

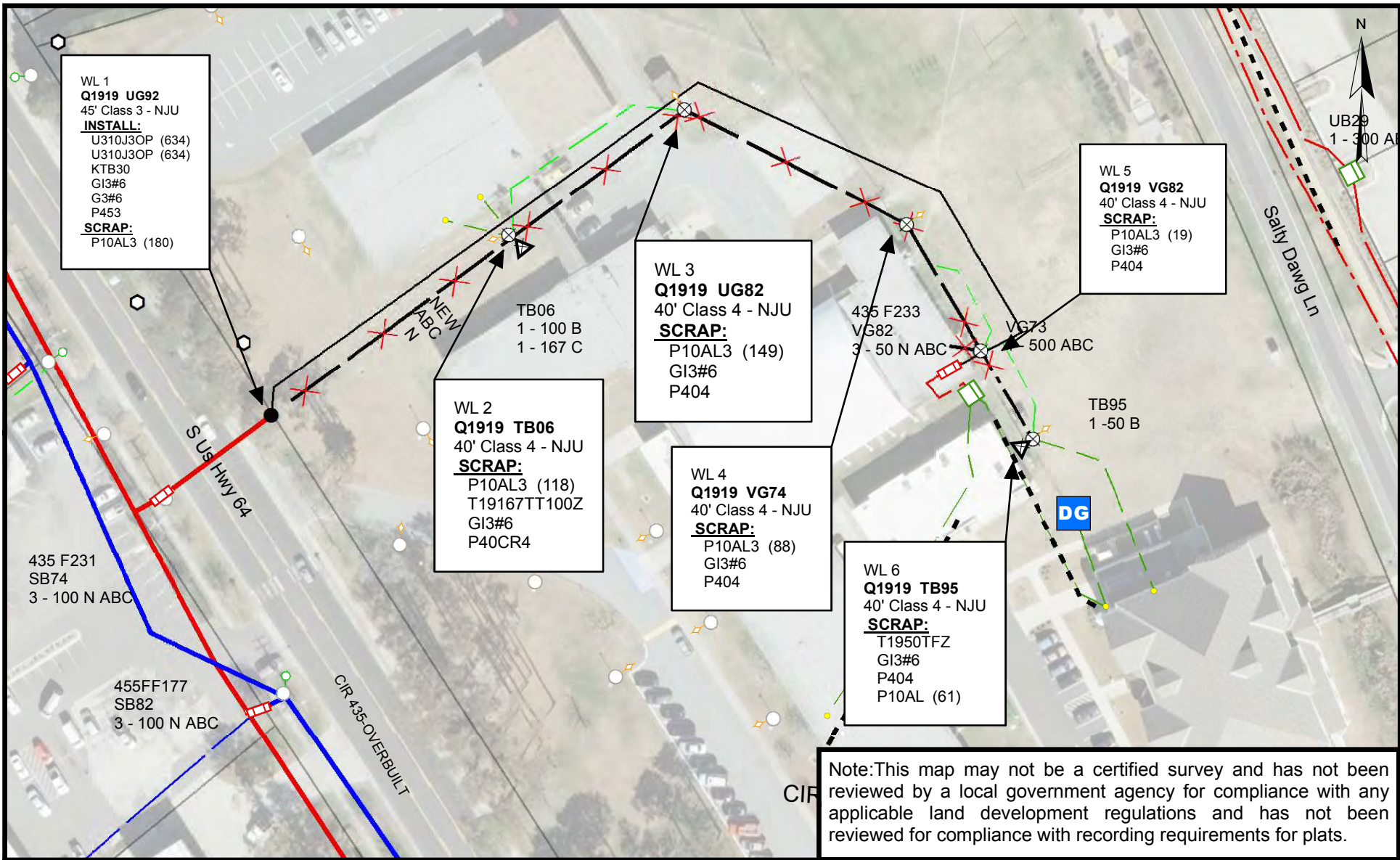
(Page 4 of 5 Pages)



Centerline of easement based on centerline of cable installed in the field

Note: This map may not be a certified survey, and has not been reviewed by a local government agency for compliance with any applicable land development regulations, and has not been reviewed for compliance with recording requirements for plats.

LEGEND --- Location of Boundary Lines of Right-of-Way 30' in Width. —P— Indicates Property Line is Right-of-Way Boundary	District OUTER BANKS	Scale NTS	PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy North Carolina	OH/UG	
	District-Township-Borough MANTEO	County-City DARE			State NC
	Office KITTY HAWK	Plat Number 68-21-0004			
	Work Request Number 10412524	Grid Number Q1919VG5200			
DATE 01.21.2021	BY LWILLIAMS	OWNER INITIALS _____	Page 5 of 5		



LEGEND - - - Location of Boundary Lines of Right-of-Way XX' in Width. = P = Indicates Property Line is Right-of-Way Boundary XX' in Width.	District XXXXXX	Scale NTS	OH/UG PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy North Carolina	
	District-Township-Borough XXXXXXXX	County - City XXXXXXXX		State XX
	Office XXXXXXXX	Plat Number XX-XX-XXXX		
	Work Request Number 10412524	Grid Number XXXXXXXX		
DATE: XX-XX-XXXX	BY: XXXXX	OWNER INITIALS: _____ Page X of X		



Health & Human Services, Public Health - COVID-19 Funding

Description

The DHHS Public Health Division has received funding from the NC Division of Public Health, Immunization Branch for the COVID-19 Vaccination Program and additional funding from the Local Technical Asst/Training Branch. The budget amendment includes a revenue line for vaccine administration fees that can be billed to Medicare, Medicaid and insurance.

Funding will be used for the costs of RNs administering the vaccinations, additional cell phone costs and to purchase supplies and PPE for the clinics.

Board Action Requested

Approve Budget Amendment

Item Presenter

N/A

Division of Public Health

Agreement Addendum

FY 20-21

Page 1 of 4

Dare County Department of Health & Human
Services - Public Health Division

Local Health Department Legal Name

115 COVID-19 Infection Prevention Support

Activity Number and Description

07/01/2020 – 12/30/2020 extended through 05/31/2021

Service Period

09/01/2020 – 01/31/2021

Payment Period

Original Agreement Addendum

Agreement Addendum Revision # 1

Administrative, Local, and Community Support /
Local Technical Assistance and Training

DPH Section / Branch Name

Susan Little, 919-215-4471

susan.little@dhhs.nc.gov

DPH Program Contact

(name, phone number, and email)

DPH Program Signature

Date

(only required for a negotiable agreement addendum)

I. Background:

No change.

II. Purpose:

This Agreement Addendum Revision #1 provides additional funds to further enhance the Local Health Department's ability to support infection prevention during the COVID-19 pandemic.

III. Scope of Work and Deliverables:

No change.

IV. Performance Measures/Reporting Requirements:

No change.

V. Performance Monitoring and Quality Assurance:

No change.

VI. Funding Guidelines or Restrictions:

No change.

Health Director Signature

(use blue ink)

Date

Local Health Department to complete:

(If follow-up information is needed by DPH)

LHD program contact name: _____

Phone number with area code: _____

Email address: _____

Signature on this page signifies you have read and accepted all pages of this document.

July 2019

FY21 Activity: 115 COVID-19 Infection Prevention Support

Supplement 2

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 21.019	Federal awd date: 03/27/20	Is award R&D? no	FAIN: H.R. 748 – 116 th Congress (2019-2020)	Total amount of fed awd: \$ 3,585,391,176
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CFDA name: Coronavirus Relief Fund	Fed award project description: Coronavirus Aid, Relief, and Economic Security Act, Coronavirus Relief Funds (to States)	Federal award indirect cost rate: 0%	NC DHHS limited to: 0%
	Fed awarding agency: U.S. Treasury	Subawardee limited to: 0%	

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	=	201857	Jackson	019728518	=	67821
Albemarle	130537822	8540	344353	Johnston	097599104	8540	246577
Alexander	030495105	=	61801	Jones	095116935	8539	39666
Anson	847163029	8539	56137	Lee	067439703	8540	94978
Appalachian	780131541	=	164871	Lenoir	042789748	=	82049
Beaufort	091567776	=	71811	Lincoln	086869336	=	112491
Bladen	084171628	=	57723	Macon	070626825	=	59398
Brunswick	091571349	=	169625	Madison	831052873	=	44403
Buncombe	879203560	=	304908	MTW	087204173	8539	111840
Burke	883321205	=	119750	Mecklenburg	074498353	=	1207750
Cabarrus	143408289	=	248252	Montgomery	025384603	=	50144
Caldwell	948113402	=	110898	Moore	050988146	=	128467
Carteret	058735804	=	97153	Nash	050425677	=	124033
Caswell	077846053	=	45842	New Hanover	040029563	8540	281999
Catawba	083677138	8540	201497	Northampton	097594477	=	42501
Chatham	131356607	=	101047	Onslow	172663270	=	236891
Cherokee	130705072	8539	60488	Orange	139209659	=	178869
Clay	145058231	=	32723	Pamlico	097600456	8539	43118
Cleveland	879924850	=	128195	Pender	100955413	=	87846
Columbus	040040016	=	81577	Person	091563718	8539	72419
Craven	091564294	- 133,055	0	Pitt	080889694	=	214737
Cumberland	123914376	8540	390604	Polk	079067930	=	43502
Dare	082358631	8539	68915	Randolph	027873132	=	177244
Davidson	077839744	=	203445	Richmond	070621339	=	69327
Davie	076526651	=	66901	Robeson	082367871	=	193619
Duplin	095124798	8540	93771	Rockingham	077847143	=	120125
Durham	088564075	8540	368122	Rowan	074494014	=	174753
Edgecombe	093125375	8539	86078	Sampson	825573975	=	89940
Foothills	782359004	=	165280	Scotland	091564146	=	59009
Forsyth	105316439	=	430678	Stanly	131060829	8540	97652
Franklin	084168632	- 7,628	86595.88	Stokes	085442705	8539	79255
Gaston	071062186	=	603148	Surry	077821858	=	99920
Graham	020952383	=	29479	Swain	146437553	=	35761
Granville-Vance	063347626	=	156187	Toe River	113345201	=	116460
Greene	091564591	=	42944	Transylvania	030494215	=	58322
Guilford	071563613	=	603148	Union	079051637	=	273696
Halifax	014305957	8539	84799	Wake	019625961	=	1187939
Harnett	091565986	=	165335	Warren	030239953	=	41899
Haywood	070620232	=	88578	Wayne	040036170	8540	164632
Henderson	085021470	=	147530	Wilkes	067439950	=	96298
Hoke	091563643	=	78923	Wilson	075585695	=	109433
Hyde	832526243	=	25673	Yadkin	089910624	=	61580
Iredell	074504507	-30107	184946.44				

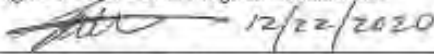
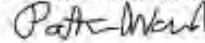
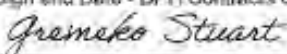

DPH-Aid-To-Counties


For Fiscal Year: 20/21

Budgetary Estimate Number : 1

Activity 115	AA	1175 4026 HN	Proposed Total	New Total
Service Period		07/01-12/30		
Payment Period		08/01-01/31		
01 Alamance		0	0	201,857
D1 Albemarle		8,540	8,540	344,353
02 Alexander		0	0	61,801
04 Anson		8,539	8,539	56,137
D2 Appalachian		0	0	164,871
07 Beaufort		0	0	71,811
09 Bladen		0	0	57,723
10 Brunswick		0	0	169,625
11 Buncombe		0	0	304,908
12 Burke		0	0	119,750
13 Cabarrus		0	0	248,252
14 Caldwell		0	0	110,898
16 Carteret		0	0	97,153
17 Caswell		0	0	45,842
18 Catawba		8,540	8,540	201,497
19 Chatham		0	0	101,047
20 Cherokee		8,539	8,539	60,488
22 Clay		0	0	32,723
23 Cleveland		0	0	128,195
24 Columbus		0	0	81,577
25 Craven		-133,055	-133,055	0
26 Cumberland		8,540	8,540	390,604
28 Dare		8,539	8,539	68,915
29 Davidson		0	0	203,445
30 Davie		0	0	66,901
31 Duplin		8,540	8,540	93,771
32 Durham		8,540	8,540	368,122
33 Edgecombe		8,539	8,539	86,078
D7 Foothills		0	0	165,280
34 Forsyth		0	0	430,678
35 Franklin		-7,628	-7,628	86,596
36 Gaston		0	0	261,191
38 Graham		0	0	29,479
D3 Gran-Vance		0	0	156,187
40 Greene		0	0	42,944
41 Guilford		0	0	603,148
42 Halifax		8,539	8,539	84,799
43 Harnett		0	0	165,335
44 Haywood		0	0	88,578
45 Henderson		0	0	147,530
46 Hertford		0	0	0
47 Hoke		0	0	78,923
48 Hyde		0	0	25,673
49 Iredell		-30,107	-30,107	184,947

50 Jackson		0	0	67,821
51 Johnston		8,540	8,540	246,577
52 Jones		8,539	8,539	39,666
53 Lee		8,540	8,540	94,978
54 Lenoir		0	0	82,049
55 Lincoln		0	0	112,491
56 Macon		0	0	59,398
57 Madison		0	0	44,403
D4 M-T-W		8,539	8,539	111,840
60 Mecklenburg		0	0	1,207,755
62 Montgomery		0	0	50,144
63 Moore		0	0	128,467
64 Nash		0	0	124,033
65 New Hanover		8,540	8,540	281,999
66 Northampton		0	0	42,501
67 Onslow		0	0	236,891
68 Orange		0	0	178,869
69 Pamlico		8,539	8,539	43,118
71 Pender		0	0	87,846
73 Person		8,539	8,539	72,419
74 Pitt		0	0	214,737
75 Polk		0	0	43,502
76 Randolph		0	0	177,244
77 Richmond		0	0	69,327
78 Robeson		0	0	163,619
79 Rockingham		0	0	120,125
80 Rowan		0	0	174,753
D5 R-P-M		0	0	0
82 Sampson		0	0	89,940
83 Scotland		0	0	59,009
84 Stanly		8,540	8,540	97,652
85 Stokes		8,539	8,539	79,255
86 Surry		0	0	99,920
87 Swain		0	0	35,761
D6 Toe River		0	0	116,460
88 Transylvania		0	0	58,322
90 Union		0	0	273,696
92 Wake		0	0	1,187,939
93 Warren		0	0	41,899
96 Wayne		8,540	8,540	164,632
97 Wilkes		0	0	96,298
98 Wilson		0	0	109,433
99 Yadkin		0	0	61,580
Totals		0	0	13,338,000

Sign and Date - DPH Program Administrator  12/22/2020	Sign and Date - DPH Section Chief  12/22/2020
Sign and Date - DPH Contracts Office  12/22/2020	Sign and Date - DPH Budget Officer  12/22/2020

 12/22/2020

DARE COUNTY

BUDGET AMENDMENT

F/Y 2020-2021

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
Department:					
Human Services-Public Health					
<u>Revenues:</u>					
State/Federal-COVID-19	103027	424206	45120	\$38,047	
Fees-Vaccines-COVID-19	103052	444209	45120	\$76,500	
<u>Expenses:</u>					
Salaries-COVID-19	104600	500200	45120	\$74,374	
FICA-COVID-19	104600	500300	45120	\$5,690	
Retirement-COVID-19	104600	500400	45120	\$7,600	
Health Insurance-COVID-19	104600	511100	45120	\$18,883	
Telephone-COVID-19	104600	511100	45120	\$2,000	
Operating-COVID-19	104600	513400	45120	\$6,000	

Explanation:

Received additional State COVID-19 vaccine funding and estimate billing 1/4 of vaccines based on the current vaccine allotment being received each week. Funds will be used for salary/benefits of vaccinators, additional cell phone costs and to purchase supplies for the vaccine clinics.

Approved by:

Board of Commissioners: _____

Date: _____

County Manager: _____

Date: _____

(sign in red)

Finance only:

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

Division of Public Health

Agreement Addendum

FY 20-21

Dare County Department of Health & Human
Services Public Health Division

Local Health Department Legal Name

Women’s and Children’s Health Section /
Immunization Branch

DPH Section / Branch Name

716 CDC COVID-19 Vaccination Program

Activity Number and Description

Misheema Morrissey, 919-707-5556
misheema.morrissey@dhhs.nc.gov

DPH Program Contact
(name, phone number, and email)

01/01/2021 – 05/31/2021

Service Period

DPH Program Signature **Date**
(only required for a negotiable agreement addendum)

02/01/2021 – 06/30/2021

Payment Period

- Original Agreement Addendum**
 Agreement Addendum Revision # _____

I. Background:

As part of the “Paycheck Protection Program and Health Care Enhancements Act,” North Carolina received funding to assist with local health departments COVID-19 vaccination planning and implementation of mass COVID-19 vaccination. Because the supply of COVID-19 vaccine in the United States is limited at first, the Centers for Disease Control and Prevention (CDC) is providing recommendations to federal, state, and local governments about who should be vaccinated first. CDC’s recommendations are based on recommendations from the Advisory Committee on Immunization Practices (ACIP), an independent panel of medical and public health experts. The recommendations were made with these goals in mind:

- Decrease death and serious disease as much as possible.
- Preserve functioning of society.
- Reduce the extra burden COVID-19 is having on people already facing disparities.

Funding will be awarded to local health departments to support these goals in the planning and implementation of on-site, satellite, temporary or off-site COVID-19 vaccination clinics.

II. Purpose:

This Agreement Addendum provides funding to the Local Health Department (LHD) to help support activities associated with COVID-19 mass vaccination planning and implementation. Planning and response require close collaboration among public and private sector partners, public health emergency response and emergency management, and healthcare organizations and industry groups within the community. This funding may be used for associated costs for COVID-19 vaccine storage and handling, vaccine planning, COVID-19 vaccination services in open and closed point-of-dispensing (POD)

Health Director Signature	(use blue ink)	Date									
<table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Local Health Department to complete:</td> <td style="width: 35%;">LHD program contact name: <u>Debbie Dutton</u></td> <td style="width: 30%;"></td> </tr> <tr> <td>(If follow-up information is needed by DPH)</td> <td>Phone number with area code: <u>252-475-9366</u></td> <td></td> </tr> <tr> <td></td> <td>Email address: <u>debbie.dutton@darenc.com</u></td> <td></td> </tr> </table>			Local Health Department to complete:	LHD program contact name: <u>Debbie Dutton</u>		(If follow-up information is needed by DPH)	Phone number with area code: <u>252-475-9366</u>			Email address: <u>debbie.dutton@darenc.com</u>	
Local Health Department to complete:	LHD program contact name: <u>Debbie Dutton</u>										
(If follow-up information is needed by DPH)	Phone number with area code: <u>252-475-9366</u>										
	Email address: <u>debbie.dutton@darenc.com</u>										

locations, including staffing to serve as vaccinators in PODs, contract needs for vaccination services, and other infection control supplies to support safe vaccine administration within the community. This effort will occur in phases with a focus on targeted populations following CDC and North Carolina guidelines.

III. Scope of Work and Deliverables:

The LHD shall:

1. Vaccinate prioritized populations according to the CDC COVID-19 Vaccination Program Provider Agreement and following the state's COVID-19 Vaccine Phases 1a, 1b, 2, 3, and 4, at no cost to the vaccine recipient. Vaccines will be provided by the federal government through the CDC.
2. Train staff on COVID-19 vaccine administration, management, inventory, and reporting requirements as required by Immunization Branch and the CDC.
3. Identify community vaccination providers (e.g., pharmacies, occupational health settings, doctors' offices) to combine efforts to implement strategies to vaccinate groups and subgroups within the prioritized tiers.
4. Conduct clinics that are open to the public and clinics that are for targeted populations only (i.e., critical workforce personnel and/or higher risk prioritized groups). These clinics may be provisionally located at walk-through sites (churches, community centers, outdoor tents) or other settings such as mobile, curbside, or drive-through sites.
5. Ensure safe implementation of on-site, satellite, temporary, or off-site vaccination clinics. Planning for vaccination clinics includes clinical considerations such as social distancing, responding to medical emergencies, vaccine storage, handling, administration, and documentation. Large-scale clinics, such as those held in arenas or stadiums will likely require added logistical and technical considerations. Partners will need to be engaged to accomplish aspects of the local plan, such as National Guard, local law enforcement, local emergency management, local hospitals, and pharmacies.
6. Maintain flexibility in its planning to accommodate a variety of scenarios due to changing vaccine supply levels at various points during the COVID-19 vaccine supply roll-out. It is anticipated that vaccine supply will be limited initially. The vaccine supply is projected to increase quickly, allowing vaccination efforts to be expanded to include additional critical populations and the general public.
7. Promote COVID-19 education to the public on vaccination and disseminate information within the LHD's county or district. Enhance existing community partnerships to assist in vaccination promotion. These partnerships could include a variety of community and faith-based organizations to reach at-risk populations, such as churches, barber shops, community health centers, refugee serving organizations, homeless shelters, jails/prisons, meat processing plants, and migrant farms.
8. Determine the need for additional personnel and based on that determination, hire, or reassign staff for COVID-19 vaccine administration.
9. Procure supplies for the vaccination clinics, as needed. Examples of supplies to obtain include those items necessary to protect both staff and patients from COVID-19, such as:
 - a) hand sanitizer with at least 60% alcohol for hand hygiene
 - b) cleaning tools to allow for frequent cleaning of the clinic area
 - c) hand soap
 - d) face coverings for patients who arrive without one
 - e) signage, tape, ropes, and cones to encourage physical distancing and provide one-way flow through the clinic

- f) personal protective equipment (PPE) for staff. Gloves, masks, gowns, and other indicated PPE must be worn by anyone administering vaccine. Eye protection may be appropriate depending on the level of community transmission
 - g) thermometers for checking each patient's temperature before entering the clinic
 - h) PPE for patients, masks, tissues etc.
10. Know that CDC will provide a standard ancillary supplies kit. Kits will be included with the vaccine orders in amounts to match the vaccine orders. Each vaccine standard ancillary supplies kit contains:
- a) 105 needles
 - b) 105 syringes
 - c) 210 alcohol prep pads
 - d) 4 surgical masks
 - e) 2 face shields for vaccinators, and
 - f) 100 COVID-19 vaccination record cards for vaccine recipients.
11. Provide appropriate vaccine storage and handling equipment, including refrigerators, freezers, portable storage units and temperature monitors to ensure appropriate vaccine storage and handling procedures are established and followed. Prepare COVID-19 vaccines for proper transport from the LHD to off-site clinics as required by CDC. COVID-19 vaccine products are temperature-sensitive and must be stored and handled correctly to ensure efficacy and maximize shelf life. Proper storage and handling practices are critical to minimize vaccine loss and limit the risk of administering COVID-19 vaccine with reduced effectiveness.
12. Follow manufacturer cold chain storage and handling requirements for COVID-19 vaccine products which will vary. Different temperature storage requirements for approved or authorized COVID-19 vaccines may affect which vaccine will be easily accessible to the LHD in the future. Furthermore, many COVID-19 vaccines with varying levels of refrigeration requirements are currently in Phase 3 trials.
13. Complete Attachments A and B with the signed Agreement Addendum.
- a. Attachment A is the Budget Statement. It should list the expected expenses by category, including the dollar amount and a brief justification.
 - b. Attachment B is the Services Statement. It should:
 - 1) Explain, in detail, how this funding will be used to develop and implement local solutions to plan and implement on-site, satellite, temporary, or off-site vaccination COVID-19 vaccination clinics.
 - 2) Include information on how the LHD will implement its COVID-19 mass immunization services within the community.
 - 3) State how the COVID-19 vaccination services are adapted both to include those populations at an increased risk of complications from COVID-19. Examples include:
 - a) Mobile vaccine clinics that travel to hard-to-reach communities to provide vaccines
 - b) Drive-through or curbside vaccination clinics
 - c) Pop-up flu clinics at various community settings, such as COVID-19 testing sites, school nutrition sites, construction sites, migrant farm worksites, processing plants, churches, parking lots
 - d) Immunization clinics to reach jails, homeless shelters, or other community organizations.

- 4) Include a description of enhanced outreach activities vaccinate priority populations, hard-to-reach, and marginalized populations, and how community partners are to be included in the outreach.

IV. Performance Measures/Reporting Requirements:

1. Report vaccine administration data on all vaccine recipients.
2. Track and report COVID-19 vaccine transfers and vaccine wastage/spoilage occurrences to the Immunization Branch when they occur.
3. Train staff on COVID-19 vaccine administration, management, inventory, and reporting requirements as required by Immunization Branch and the CDC.

V. Performance Monitoring and Quality Assurance:

1. The Immunization Branch will monitor this activity through reporting data, tracking the number of doses administered, and handling of the vaccine inventory are the key monitoring metrics. If issues are noted with performance (i.e., delays in vaccination, failure to adhere to storage and handling requirements), a consultation via telephone or on-site follow-up from the Program Monitor shall occur.
2. The LHD is required to track non-compliance issues by corrective action plans. The Program Monitor shall make every effort to work with the LHD on strategies to resolve the issue and corrective action plans. If the plan is not followed and the LHD remains out of compliance after intervention and resources from DPH, vaccine shipments may be suspended until the LHD can be brought back into compliance.

VI. Funding Guidelines or Restrictions:

1. Requirements for pass-through entities: In compliance with 2 *CFR* §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
 - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
 - b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.
2. The LHD must submit its planned expenditures by completing Attachment A, which is to include the dollar amount and a budget justification statement for each budget category.

Attachment A

Budget Statement — FY 2020-2021 Planned Use of Federal COVID-19 Vaccination Funds

Provide this Budget Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment A with the signed Agreement Addendum.

Instructions: Include list of expected expenses related to enhance influenza coverage activities, including the dollar amount and a brief justification.

Object Class Category / Expenses Funding Codes COVID-19 Vaccination Program: 1331-629B-4Q	Amount	Budget Item Justification Statement
Personnel (Salary / Wages)		
Fringe		
Travel		
Equipment		
Supplies		
Other / Miscellaneous		

Supplement reason: In AA+BE or AA+BE Rev -OR- -

CFDA #: 93.268 Federal awd date: NGA date Is award R&D? no FAIN: NH23IP922624 Total amount of fed awd: \$ 19,619,894

CFDA name: 93.268 – Immunization Cooperative Agreements	Fed award project description: CDC-RFA-IP19-901 Immunization and Vaccines for Children
	Fed awarding agency: DHHS, Centers for Disease Control and Prevention Federal award indirect cost rate: n/a %

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	62815	62815	Jackson	019728518	31259	31259
Albemarle	130537822	201392	201392	Johnston	097599104	71333	71333
Alexander	030495105	29841	29841	Jones	095116935	22620	22620
Anson	847163029	26497	26497	Lee	067439703	35642	35642
Appalachian	780131541	84690	84690	Lenoir	042789748	34608	34608
Beaufort	091567776	32198	32198	Lincoln	086869336	41776	41776
Bladen	084171628	28881	28881	Macon	070626825	29276	29276
Brunswick	091571349	55227	55227	Madison	831052873	25745	25745
Buncombe	879203560	87077	87077	MTW	087204173	70194	70194
Burke	883321205	43484	43484	Mecklenburg	074498353	299635	299635
Cabarrus	143408289	73738	73738	Montgomery	025384603	27097	27097
Caldwell	948113402	41400	41400	Moore	050988146	45537	45537
Carteret	058735804	38164	38164	Nash	050425677	44493	44493
Caswell	077846053	26084	26084	New Hanover	040029563	79673	79673
Catawba	083677138	60720	60720	Northampton	097594477	25298	25298
Chatham	131356607	39081	39081	Onslow	172663270	71063	71063
Cherokee	130705072	27522	27522	Orange	139209659	57403	57403
Clay	145058231	22995	22995	Pamlico	097600456	23432	23432
Cleveland	879924850	45473	45473	Pender	100955413	35973	35973
Columbus	040040016	34497	34497	Person	091563718	30331	30331
Craven	091564294	46617	46617	Pitt	080889694	65848	65848
Cumberland	123914376	105242	105242	Polk	079067930	25533	25533
Dare	082358631	29506	29506	Randolph	027873132	57021	57021
Davidson	077839744	63189	63189	Richmond	070621339	31613	31613
Davie	076526651	31042	31042	Robeson	082367871	53813	53813
Duplin	095124798	35358	35358	Rockingham	077847143	43573	43573
Durham	088564075	99949	99949	Rowan	074494014	56434	56434
Edgecombe	093125375	33547	33547	Sampson	825573975	36466	36466
Foothills	782359004	69495	69495	Scotland	091564146	29184	29184
Forsyth	105316439	116687	116687	Stanly	131060829	36271	36271
Franklin	084168632	37475	37475	Stokes	085442705	31940	31940
Gaston	071062186	76784	76784	Surry	077821858	38816	38816
Graham	020952383	22232	22232	Swain	146437553	23711	23711
Granville-Vance	063347626	67354	67354	Toe River	113345201	73293	73293
Greene	091564591	25402	25402	Transylvania	030494215	29022	29022
Guilford	071563613	157293	157293	Union	079051637	79729	79729
Halifax	014305957	33246	33246	Wake	019625961	294972	294972
Harnett	091565986	54217	54217	Warren	030239953	25156	25156
Haywood	070620232	36146	36146	Wayne	040036170	52041	52041
Henderson	085021470	50025	50025	Wilkes	067439950	37963	37963
Hoke	091563643	33872	33872	Wilson	075585695	41056	41056
Hyde	832526243	21336	21336	Yadkin	089910624	29789	29789
Iredell	074504507	65922	65922				

DPH-Aid-To-Counties For Fiscal Year: 20/21

Budgetary Estimate Number : 0

Activity 716	AA	1331 629B 4Q	Proposed Total	New Total
Service Period		01/01-05/31		
Payment Period		02/01-06/30		
01 Alamance	* 0	62,815	62,815	62,815
D1 Albemarle	* 0	201,392	201,392	201,392
02 Alexander	* 0	29,841	29,841	29,841
04 Anson	* 0	26,497	26,497	26,497
D2 Appalachian	* 0	84,690	84,690	84,690
07 Beaufort	* 0	32,198	32,198	32,198
09 Bladen	* 0	28,881	28,881	28,881
10 Brunswick	* 0	55,227	55,227	55,227
11 Buncombe	* 0	87,077	87,077	87,077
12 Burke	* 0	43,484	43,484	43,484
13 Cabarrus	* 0	73,738	73,738	73,738
14 Caldwell	* 0	41,400	41,400	41,400
16 Carteret	* 0	38,164	38,164	38,164
17 Caswell	* 0	26,084	26,084	26,084
18 Catawba	* 0	60,720	60,720	60,720
19 Chatham	* 0	39,081	39,081	39,081
20 Cherokee	* 0	27,522	27,522	27,522
22 Clay	* 0	22,995	22,995	22,995
23 Cleveland	* 0	45,473	45,473	45,473
24 Columbus	* 0	34,497	34,497	34,497
25 Craven	* 0	46,617	46,617	46,617
26 Cumberland	* 0	105,242	105,242	105,242
28 Dare	* 0	29,506	29,506	29,506
29 Davidson	* 0	63,189	63,189	63,189
30 Davie	* 0	31,042	31,042	31,042
31 Duplin	* 0	35,358	35,358	35,358
32 Durham	* 0	99,949	99,949	99,949
33 Edgecombe	* 0	33,547	33,547	33,547
D7 Foothills	* 0	69,495	69,495	69,495
34 Forsyth	* 0	116,687	116,687	116,687
35 Franklin	* 0	37,475	37,475	37,475
36 Gaston	* 0	76,784	76,784	76,784
38 Graham	* 0	22,232	22,232	22,232
D3 Gran-Vance	* 0	67,354	67,354	67,354
40 Greene	* 0	25,402	25,402	25,402
41 Guilford	* 0	157,293	157,293	157,293
42 Halifax	* 0	33,246	33,246	33,246
43 Harnett	* 0	54,217	54,217	54,217
44 Haywood	* 0	36,146	36,146	36,146
45 Henderson	* 0	50,025	50,025	50,025
46 Hertford		0	0	0
47 Hoke	* 0	33,872	33,872	33,872
48 Hyde	* 0	21,336	21,336	21,336
49 Iredell	* 0	65,922	65,922	65,922
50 Jackson	* 0	31,259	31,259	31,259

51 Johnston	* 0	71,333	71,333	71,333
52 Jones	* 0	22,620	22,620	22,620
53 Lee	* 0	35,642	35,642	35,642
54 Lenoir	* 0	34,608	34,608	34,608
55 Lincoln	* 0	41,776	41,776	41,776
56 Macon	* 0	29,276	29,276	29,276
57 Madison	* 0	25,745	25,745	25,745
D4 M-T-W	* 0	70,194	70,194	70,194
60 Mecklenburg	* 0	299,635	299,635	299,635
62 Montgomery	* 0	27,097	27,097	27,097
63 Moore	* 0	45,537	45,537	45,537
64 Nash	* 0	44,493	44,493	44,493
65 New Hanover	* 0	79,673	79,673	79,673
66 Northampton	* 0	25,298	25,298	25,298
67 Onslow	* 0	71,063	71,063	71,063
68 Orange	* 0	57,403	57,403	57,403
69 Pamlico	* 0	23,432	23,432	23,432
71 Pender	* 0	35,973	35,973	35,973
73 Person	* 0	30,331	30,331	30,331
74 Pitt	* 0	65,848	65,848	65,848
75 Polk	* 0	25,533	25,533	25,533
76 Randolph	* 0	57,021	57,021	57,021
77 Richmond	* 0	31,613	31,613	31,613
78 Robeson	* 0	53,813	53,813	53,813
79 Rockingham	* 0	43,573	43,573	43,573
80 Rowan	* 0	56,434	56,434	56,434
D5 R-P-M		0	0	0
82 Sampson	* 0	36,466	36,466	36,466
83 Scotland	* 0	29,184	29,184	29,184
84 Stanly	* 0	36,271	36,271	36,271
85 Stokes	* 0	31,940	31,940	31,940
86 Surry	* 0	38,816	38,816	38,816
87 Swain	* 0	23,711	23,711	23,711
D6 Toe River	* 0	73,293	73,293	73,293
88 Transylvania	* 0	29,022	29,022	29,022
90 Union	* 0	79,729	79,729	79,729
92 Wake	* 0	294,972	294,972	294,972
93 Warren	* 0	25,156	25,156	25,156
96 Wayne	* 0	52,041	52,041	52,041
97 Wilkes	* 0	37,963	37,963	37,963
98 Wilson	* 0	41,056	41,056	41,056
99 Yadkin	* 0	29,789	29,789	29,789
Totals		4,669,344	4,669,344	4,669,344

Sign and Date - DPH Program Administrator <i>Miskeema Monnessey</i> 01-05-2021	Sign and Date - DPH Section Chief <i>Kelly K...</i> 1/5/2021
Sign and Date - DPH Contracts Office <i>Greeko Stuart</i> 1/5/2021	Sign and Date - DPH Budget Officer <i>Jan Balich</i> 1-5-2021 1/5/2021



Board Appointments

Description

The following Boards have appointments this month.

1. Dare County Transportation Advisory Board

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager



Dare County Transportation Advisory Board

Description

See Attached Summary

Board Action Requested

Take Appropriate Action

Item Presenter

Robert Outten, County Manager

February, 2021

DARE COUNTY TRANSPORTATION ADVISORY BOARD

(Four Year Term)

The Advisory Board currently has two vacancies and has reviewed the attached applications at their December meeting.

They recommend the appointment of Amanda Hooper (Business Sector) and Lorenzo Foster (non-profit Organization) to the Transportation Advisory Board.

Applications received from:

Amanda Hooper, Jo A. Wilson-Harfst, Lorenzo Foster,
Maggie May and Kathryn Fagan

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.

<u>MEMBER</u>	<u>TERM EXPIRATION</u>	<u>ACTION</u>
Brandi Bohanan P.O. Box 1000 Manteo, NC 27954 475-5635 Older Adult Services (Government Sector)	6-22	Apptd. 6/06 Reapptd. 6/10,14,18
Chuck Lycett 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
Kenny Kee 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
Nessie Siler 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 P.O. Box 175 Manteo, NC 27954 473-6316 Human Service Agency (Human Services Sector)	6-24	Apptd. 11/16 Reapptd. 6/20
Jim Tobin 6951 Pecan Lane PO Box 243 Manns Harbor, NC 27953 Jim.tobin@darenc.com 216.7732 Dare County Commissioner (Government Sector)	6-23	Apptd. 1/19
Alex Chandler 1229 Burnside Road Manteo, NC 27954 216-6058 (H) 473-3717 (W) chandleral@daretolearn.org Education Institution (Government Sector)	6-22	Apptd. 6/18
Amy Montgomery OBX Hospital 4800 S. Croatan Hwy. Nags Head, NC 27959 (Dialysis/Hospital Rep.) (Human Services Sector)	6-21	Apptd. 9/11 Reapptd. 6/13, 17

Vacant
(Public/Business Sector)

Vacant
(Public/ Business Sector)

NOTES:

CONTACT INFO: Sharon Flatt, 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 filed 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 Earnst 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

REVISED 06/20

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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

Advisory Board or Committee interested in:

1st choice Transportation Advisory Board

2nd choice Planning Board

3rd choice Tourism Board

Name Amanda Harper

Mailing Address 1202 9th Ave.

City/State/Zip WHA, NC 27948

Email Address manda.harper@icloud.com

Telephone Home: _____

Business: 202-9923

Resident of Dare County: yes no

Occupation: Self Employed Tax Specialist

Business Address: same

Educational background:

BSBA ECU

Business and civic experience and skills:

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

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

Parks & Rec

Working Waterman's

REFERENCES

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

Name	Business/Occupation	Address	Telephone
<u>Karen Brown</u>	<u>Chamber</u>		<u>441-8144</u>
<u>Kathleen Breborg</u>	<u>Full Potential Living</u>		<u>413-4004</u>
<u>Tim White</u>	<u>Public Service Director</u>		<u>475-5910</u>

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

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

FOR OFFICE USE ONLY:

Date received: 11/10/2020

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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

Advisory Board or Committee interested in:

1st choice Library Board

2nd choice Transportation Advisory Board

3rd choice Zoning Board of Adjustment

Name Jo A. Wilson-Harfst

Address 1723 Virginia Ave

City/State/Zip Kill Devil Hills, NC 27948

Email Address joannharfst@gmail.com

Telephone Home: 804-384-1584

Business: NA

Resident of Dare County: yes no

Occupation: retired

Business Address: _____

Educational background:
MPA - Pub. Admin. , BA - Sociology
SPHR - Human Res. certification

Business and civic experience and skills:
Served as local director of Social Services in Mathews Co. VA 17 years. Was Eastern Reg. Dir. of Social Services in VA 4 years. Was program Dir. for VA chapter March of Dimes 4 years. Have served on numerous family services boards over the years and on board of a local charitable foundation for 6-8 yrs.

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

REFERENCES

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

Name	Business/Occupation	Address	Telephone
Kimberly Irvine	Administrator	900 Marlbank Dr. Yorktown VA	757-272-6028
Janine Sewell	retired Admin.	P.O. Box 41 Aven, NC 27915	540-376-2358
Gail Davidson	Child Protective Ser. Consultant	417 Fishermans Rd Norfolk, VA	757-288-8385

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

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

FOR OFFICE USE ONLY:

Date received: 10/13/2020

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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

Advisory Board or Committee interested in:

1st choice TRANSPORTATION ADVISORY BOARD

2nd choice PARKS AND RECREATION ADVISORY COUNCIL

3rd choice TOURISM BOARD

Name LORENZO FOSTER

Address 705 SWAN STREET

City/State/Zip KILL DEVIL HILLS, NC 27948

Email Address inz02000@gmail.com

Telephone Home: 267-246-3886

Business: N/A

Resident of Dare County: yes no

Occupation: RETIRED

Business Address: N/A

Educational background:
High school / some college

Business and civic experience and skills:

RETIRED STATE CORRECTIONS POLICE SERGEANT / (POST/DISTRICT) VFW COMMANDER
(ZONING BOARD VICE / ACTING PRESIDENT) / FRATERNAL ORDER OF EAGLES (TRUSTEE)

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

N/A

REFERENCES

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

Name	Business/Occupation	Address	Telephone
<u>BRIELETTE PAGANO</u>		<u>NAGS HEAD, NC</u>	<u>(304) 839-6044</u>
<u>ALICE DISOMMA</u>		<u>KILL DEVIL HILLS, NC</u>	<u>(252) 207-3199</u>
<u>JOHN EDWARD SNYDER</u>		<u>KILL DEVIL HILLS, NC</u>	<u>(804) 720-6302</u>

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

Date: SEPT 20, 2020 Signature of applicant: [Signature]

FOR OFFICE USE ONLY:

Date received: 9/23/20

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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

Advisory Board or Committee interested in:

1st choice Albemarle Region Resource & Development

2nd choice Library

3rd choice Transportation

Name Maggie May

Address 109 E Sir Walter Raleigh Dr, KDH

City/State/Zip _____

Email Address cmmay2@ncsu.edu

Telephone Home: ~~(919) 773-6704~~ (252) 489-9945

Business: _____

Resident of Dare County: yes no

Occupation: Professor

Business Address: _____

Educational background:

NC state university, EdD

Appstate, Masters

Business and civic experience and skills:

Attached

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

Attached


REFERENCES

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

Name	Business/Occupation	Address	Telephone
Attached			

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

Date: 8/11/2020

Signature of applicant: 

FOR OFFICE USE ONLY:

Date received: _____

APPLICATION FOR APPOINTMENT TO
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

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

Advisory Board or Committee interested in:

1st choice Library Board

2nd choice Transportation

3rd choice _____

Name Kathryn Fagan

Address 115 Airport Rd. PO Box 44 (mailing)

City/State/Zip Manteo, NC 27954

Email Address kpfagan45@gmail.com

Telephone Home: 2529470211

Business: _____

Resident of Dare County: yes no

Occupation: Attorney

Business Address: _____

Educational background:

Bachelor of Arts

Juris Doctorate

Business and civic experience and skills:

Various Bar activities, League of Women voters, on the Board of Governors

for the Elizabethan Gardens, Representing business clients such as hotels.

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

REFERENCES

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

Name	Business/Occupation	Address	Telephone
------	---------------------	---------	-----------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

Date: _____ Signature of applicant: _____

FOR OFFICE USE ONLY:

Date received: 4-8-19



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 that have terms expiring during the next three months. The list highlights when the item will be presented to the Board of Commissioners along with any special requirements that may pertain to the appointment.

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

March, 2021

None

April, 2021

Manns Harbor Marina Commission

- 4 terms expiring

May, 2021

Extra Territorial Jurisdiction District (ETJ) - Town of Nags Head

- 1 term expiring

Veterans Advisory Council

- 2 terms expiring

Zoning Board of Adjustment

- 1 term 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, or by calling:

Cheryl C. Anby, Clerk to the Board at 475-5800



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