



# COUNTY OF DARE, NORTH CAROLINA

District 1: Roanoke Island & Mainland; District 2: Nags Head, Colington, Kill Devil Hills; District 3: Kitty Hawk, Southern Shores, Duck; District 4: Chicamacomico, Avon, Buxton, Frisco, Hatteras; District 5: At Large

Regularly scheduled Board meetings are videotaped and can be viewed at [www.darenc.com](http://www.darenc.com)

## MINUTES

### DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

**9:00 a.m., March 7, 2016**

Commissioners present: Chairman Robert Woodard  
Vice-Chairman Wally Overman  
Warren Judge, Jack Shea, Allen Burrus,  
Beverly Boswell, Margarett Umphlett

Commissioners absent: None

Others present: County Manager/Attorney, Robert Outten  
Finance Director, David Clawson  
Public Information Officer, Dorothy Hester  
Clerk to the Board, Gary Gross

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

Chairman Woodard called the meeting to order at 9:02 a.m. He invited the Rev. Keith Dey from Emmanuel Lutheran Church to share a prayer, and then he led the Pledge of Allegiance to the flag.

Note – The Public Hearing scheduled for 10:00 a.m. as agenda item #9 was held prior to Board discussion or action on Agenda Item #8.

#### **ITEM 1 – EMPLOYEE OF THE MONTH – MARCH 2016**

Charlotte Midgett received the Employee of the Month award from Tim White who described the many ways that Ms. Midgett is an asset to the Parks and Recreation Department.

#### **ITEM 2 – OPENING REMARKS – CHAIRMAN'S UPDATE**

Chairman Woodard gave a follow-up report on what has transpired since the last meeting. He commented on the retirement of Rick Heppert following his many years of distinguished service as the Assistant Fire Chief in the Town of Kill Devil Hills. The Chairman reported that responses have been sent to everyone who signed up at the recent Town Hall events and he added that a follow-up meeting has been held with a Hatteras Island citizen about the need for a public boat ramp. Chairman Woodard gave an update on the North Carolina Attorney General's investigation into Dare County's

gasoline prices. He announced that Public Information Officer, Dorothy Hester, has been named President of the Outer Banks Community Foundation and he commended her for her service to this worthwhile organization. Chairman Woodard called to the podium County Manager Outten, Finance Director David Clawson, Assistant Director Sally DeFosse, and all Department Heads in the audience, to recognize them for their work that has resulted in a bond rating upgrade from AA to AA+ by Standard & Poor's. The Chairman invited everyone to the groundbreaking ceremony for the new Bonner Bridge, which will be attended by Governor McCrory and Congressman Walter Jones. A complete video account of the Chairman's update can be seen on the County website [www.darenc.com](http://www.darenc.com).

### **ITEM 3 – PUBLIC COMMENTS**

The Manager outlined the public comments procedure. Nobody responded to the invitation to make public comments.

### **ITEM 4 – REPORT ON JENNETTE'S PIER**

Michael Remige, Director of Jennette's Pier at Nags Head, gave a report highlighting the venue's visitation statistics, operations, exhibits, research, and community events. He also described the pier's education and conservation efforts and thanked the Board of Commissioners for their support.

### **ITEM 5 – DCDHHS PUBLIC HEALTH DIVISION – UPDATE ON THE ZIKA VIRUS**

Sheila Davies, Director of the Public Health Division, gave a comprehensive report on the Zika Virus. She provided background about the mosquito-borne arbovirus and explained how it is transmitted. Ms. Davies outlined signs and symptoms of the Zika Virus and described the impact it can have on pregnant women. She outlined Dare County's efforts to prepare for the virus and encouraged people to visit [www.darenc.com/zika](http://www.darenc.com/zika) for more information.

### **ITEM 6 – CLASSIFICATION AND COMPENSATION STUDY**

County Manager Outten presented information in response to the Board's request to see proposals for a Classification and Compensation Study by firms that have experience doing reports for North Carolina government entities. He presented proposals from three firms including 1) Piedmont Triad Regional Council for \$56,300. 2) Springsted Incorporated for \$64,780. 3) The Archer Company for \$67,800. He added that all the firms had a completion timeline of approximately September. At the request of Commissioner Boswell, Mr. Outten explained why previous studies cannot be utilized at this time. He said there is a need to look at market comparisons to evaluate the compensation issue and that an outside firm is better able to compare apples to apples when assessing employee compensation. Commissioner Shea said he was impressed with the peer grouping proposed by Springsted. Vice-Chairman Overman

noted that Springsted is a preferred provider recognized by the North Carolina Association of County Commissioners (NCACC).

**MOTION**

Commissioner Shea motioned to select Springsted Incorporated to conduct a Classification and Compensation Study and authorize the County Manager and Human Resources Director to execute all necessary documents.

Commissioner Boswell seconded the motion.

VOTE: AYES unanimous

**ITEM 7 – AWARD OF FY2015-2016 VEHICLE & EQUIPMENT FINANCING (Att. #1)**

Finance Director David Clawson informed the Board that proposals for vehicle and equipment financing in the amount of \$1,361,569 have been received from six institutions. He said the lowest total cost proposal for 3 year financing was submitted by US Bancorp Government Leasing and Finance (USBGLF) at a rate of 1.235%

**MOTION**

Commissioner Judge motioned to adopt a Resolution awarding the 3 year financing to USBGLF at a rate of 1.235% and authorize the County Manager, Finance Director, and Clerk to execute all necessary documents.

Commissioner Shea and Commissioner Burrus seconded the motion.

VOTE: AYES unanimous

**ITEM 8 – RESOLUTION APPROVING AN INSTALLMENT FINANCING CONTRACT WITH THE DARE COUNTY PUBLIC FACILITIES CORPORATION AND RELATED MATTERS (Att. #2)**

The Public Hearing scheduled for 10:00 a.m. as agenda item #9 was held prior to Board discussion or action on this agenda item. Mr. Clawson outlined details of a resolution to approve the issuance of Limited Obligation Bonds for financing a portion of the RECC/EOC building project and the refinancing of a portion of Certificates of Participation. He noted that the resolution authorizes staff to execute the final documents with any changes they deem necessary.

**MOTION**

Commissioner Umphlett and Commissioner Judge motioned to adopt the resolution as presented by the Finance Director.

Commission Burrus and Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

**ITEM 9 – PUBLIC HEARING – SERIES 2016A LOBs**

At 10:08 a.m., the Dare County Board of Commissioners held a Public Hearing to receive input concerning this agenda item. The County Manager conducted the hearing and explained the procedure for making comments. No one responded to the invitation to address the Board. Chairman Woodard closed the hearing at 10:09 a.m. For Board action related to this matter, see agenda item #8.

### **ITEM 10 – CONSENT AGENDA**

The Manager announced the Consent Agenda items as they were visually displayed.

#### **MOTION**

Commissioner Shea motioned to approve the Consent Agenda:

- 1) Approval of Minutes (02.11.16 Retreat & 02.15.16) **(Att. #3)**
- 2) Government Education Access Channels 2016/2017 Proposed Budget

Vice-Chairman Overman seconded the motion.

VOTE: AYES unanimous

### **ITEM 11 – BOARD APPOINTMENTS**

#### 1) Health and Human Services Board

Commissioner Judge and Commissioner Umphlett motioned to appoint Dr. Mark Grossman to fill the unexpired term of Dr. Steven Samson for the legislatively required Veterinarian seat on the Board.

Commissioners Burrus, Shea, and Boswell seconded the motion.

VOTE: AYES unanimous

#### 2) Upcoming Board Appointments

The upcoming Board appointments for April, May, and June 2016 were announced.

Note – An additional Board appointment was made during Commissioner’s Business –

### **ITEM 12 – COMMISSIONERS’ BUSINESS & MANAGER’S/ATTORNEY’S BUSINESS**

Following is a brief outline of items raised during this segment. Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety on a video archived on the Dare County website [www.darenc.com](http://www.darenc.com).

Commissioner Shea – Congratulated Charlotte Midgett on being named the Employee of the Month. He thanked Dorothy Hester for her service to the Outer Banks Community Foundation. Commissioner Shea commented on the groundbreaking ceremony planned for the Bonner Bridge replacement.

Vice-Chairman Overman – identified a need for having a boat captain’s input on the Oregon Inlet and Waterways Commission and recommended appointing Steve Coulter. Commissioner Burrus noted that Mr. Coulter is very knowledgeable and a good choice.

#### **MOTION**

Vice-Chairman Overman motioned to appoint Steve Coulter to the Oregon Inlet and Waterways Commission.

Chairman Woodard seconded the motion.

VOTE: AYES unanimous

The Vice-Chairman also reported on a recent meeting held at the Coastal Studies Institute (CSI) pertaining to Hatteras Inlet. He encouraged everyone to see the National Park Service Centennial exhibit at the Outer Banks History Center. Vice-Chairman

Overman briefed the Board on discussions with PORT to keep counselors in Dare County Schools. He congratulated Dorothy Hester and Charlotte Midgett for their exemplary work and thanked the County Manager and Department Heads for their efforts in achieving an increase in the County's bond rating.

Commissioner Umphlett – commended Charlotte Midgett on being named the Employee of the Month. She also thanked Dorothy Hester for her involvement with the Outer Banks Community Foundation. She commented on the outstanding increase in the County's bond rating. Commissioner Umphlett reminded everyone that early voting is underway and urged citizens to exercise their right to vote. She pleaded with residents to get involved with County government by submitting an application to serve on boards and committees.

Commissioner Judge – acknowledged Employee of the Month Charlotte Midgett. He commented on the informative report that was given about Jennette's Pier. Commissioner Judge spoke about the recent public meetings that were held by the National Park Service pertaining to the final rule for the seashore. He asked the County Manager to provide ongoing updates at future meetings about the progress of the MOA for dredging at Hatteras Inlet. Commissioner Judge reviewed history of the Bonner Bridge and said tomorrow's groundbreaking ceremony is a significant day for the future of Dare County.

Commissioner Boswell – donning headgear featured in the "Cat in the Hat" children's book reported on the positive experience she had reading to students at Manteo Elementary School during the celebration of Dr. Seuss' birthday. She briefed the Board on the ongoing efforts of the Oregon Inlet Task Force and noted a change in leadership at the North Carolina Department of Administration. She expressed hope that working together we will be able to get things done for Dare County inlets.

Commissioner Burrus – thanked people for their efforts throughout the years to get the Bonner Bridge replaced including Beth Midgett, Natalie Perry, the Bridge Moms, the Replace the Bridge Now Committee, local businesses, and current and former Commissioners. He congratulated Charlotte Midgett on being named Employee of the Month and thanked Dorothy Hester for her service to the Outer Banks Community Foundation. Commissioner Burrus thanked Commissioners for their work on Hatteras Inlet during the past year. He outlined areas of the inlet that need improvement and explained how a shorter route would save money and increase efficiency.

**MANAGER'S/ATTORNEY'S BUSINESS** – None

Chairman Woodard asked staff if they had anything to add –

Finance Director David Clawson – thanked the Board for the complimentary comments that were made about the increase in the County's bond rating.

Public Information Officer Dorothy Hester – asked the Manager to summarize details about the status of Outer Banks Catch (OBC). Mr. Outten reported that the initiative is getting ready to move on its own and that membership money in the OBC account does not consist of tax funds and will be transferred over. He noted that the County will continue helping with logistics for the Outer Banks Seafood Festival, however, the County will no longer be running the day-to-day operation of Outer Banks Catch.

Ms. Hester gave a preview of the redesign that is underway for the Dare County website. She explained the merits of the content management system, which is planned for summer completion. Mr. Outten informed the Board that staff soon needs to give approval to the design team and that prior to doing so wanted Commissioners to first have an opportunity to comment on any concerns.

The Public Information Officer also gave an update on work that is underway to provide a video link to Hatteras Island that will enable residents there to make public comments without having to travel to Manteo. She said the ordered equipment has arrived and will be installed after the primary election. Ms. Hester said the system is slated to be activated for the May 2, 2016 Commissioners meeting and will be widely advertised once the launch date is confirmed.

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

**MOTION**

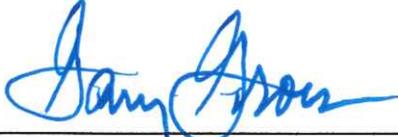
All Commissioners joined in motioning to adjourn the meeting.

VOTE: AYES unanimous

At 11:08 a.m., the Board of Commissioners adjourned until 9:00 a.m., April 4, 2016.



Respectfully submitted,

By:   
Gary Gross, Clerk to the Board

APPROVED:

By:   
Robert Woodard, Chairman  
Dare County Board of Commissioners