

**NORTH CAROLINA
DARE COUNTY****THE DARE COUNTY BOARD OF COMMISSIONERS MINUTES
April 7, 2003**

The Dare County Board of Commissioners met in a regular session at 9:00 a.m. on April 7, 2003, in the Dare County Administrative Annex in Manteo. Commissioners present were: Warren Judge, John Robert Hooper, Renée Cahoon, Richard Johnson, Cheryl Byrd, Virginia Tillett, and Stan White. Also present were Manager Terry Wheeler and Attorney Norma Mills. Chairman Judge opened the meeting followed by silent meditation. Six children with the Children & Youth Partnership led everyone in the Pledge of Allegiance to the flag.

Chairman Judge recognized Kill Devil Hills Commissioners Bill Pitt and Doug Remaley, Manteo Town Manager Kermit Skinner, Nags Head Commissioners George Farrah and Brant Murray, and Kitty Hawk Commissioner Donna Trivette.

ITEM 1 – CHILDREN & YOUTH PARTNERSHIP PROCLAMATIONS

Jonathan Wark, Co-Chair of Children & Youth Partnership, thanked the Board for their past and continued support of the C&Y Partnership. The support of the programs is and will continue to be a very wise investment in our future. He introduced various board members.

Loretta Michael, Executive Director, said the addition of Smart Start to their program changed their focus and a lot of how their time and energies were spent. They have developed several programs - Baby Links Home Visitation, Team Parent Program, Preventive Health Check Program, Early Childhood Education, Education Incentive Supplements, Literacy Program, Family Support Services, and Parents as Teachers. She thanked the Board for keeping children a high priority in Dare County. Attorney Mills presented the proclamations.

MOTION

Commissioner Cahoon moved the adoption of Week of the Young Child April 6 – 12, 2003.

Commissioner Johnson seconded the motion.

VOTE: AYES unanimous

MOTION

Commissioner Tillett moved the adoption of Child Abuse Prevention Month 2003.

Commissioner White seconded the motion.

VOTE: AYES unanimous

ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS

1. Norma Augustson, Detention Programs Sec., received her 10 Year Pin from Sammie Pledger, Detention Center Administrator.

2. Carl Rhodes received his 10 Year Pin from Skeeter Sawyer, EMS Director.
3. Mildred Barkley, Tax Processing Spec., received her 15 Year Pin from Michelle Evans, Tax Collector.
4. Allison Parker, Information Systems Specialist, received her 15 Year Pin from Tom Gray, Information Technology Director.
5. Lee Wise, Network Administrator, received his 15 Year Pin from Tom Gray, Information Technology Director.
6. Susan Mauro, Purchasing Agent, received her 25 Year Pin from Dave Clawson, Finance Director.

ITEM 3 – EMPLOYEE OF THE MONTH

Debra Bratton, Income Maintenance Caseworker II, received the Employee of the Month Certificate from Jay Burrus, Social Services Director.

ITEM 4 – PUBLIC COMMENTS

Mark Martin, past president of Outer Banks Homebuilders Association, referred to Item 8 – Planning & Inspections Personnel Issues. He asked for the Board's support for the Planning Director's plan noting that the inspectors are way overloaded and need help.

ITEM 5 – PUBLIC HEALTH WEEK PROCLAMATION

Anne Thomas, Health Director, presented the proclamation.

MOTION

Commissioner Cahoon moved the adoption of Proclamation Public Health Week April 7-13, 2003.

Commissioner Byrd seconded the motion.

VOTE: AYES unanimous

ITEM 6 – PRESENTATION FROM BILL PITT BEACH NOURISHMENT COMMITTEE FINANCE CHAIRMAN (ATT # 1)

Kill Devil Hills Commissioner Bill Pitt, Chairman of the Beach Nourishment Committee's Finance sub-committee made a presentation on the proposed plan for financing the non-federal share of the Northern Dare Beaches Shoreline Protection Plan and discussed both the construction cost and the long-term maintenance cost of the project and how the Beach Nourishment Committee proposed to pay for these important infrastructure improvements.

Commissioner Cahoon commended Bill Pitt and all of the groups that had input in the project but most especially Mr. Pitt.

ITEM 6A – ROBB WATTERS – MANATT, PHELPS, PHILLIPS

Robb Watters with Manatt, Phelps, & Phillips Firm updated the Board on lobbyist effort. He introduced Peter Rappis, Associate with the firm.

Herbert C. Bonner Bridge - He reported that there seems to be a disconnect coming out of NCDOT concerning the Herbert C. Bonner Bridge with some of the numbers that Washington is receiving. Some in Washington believe that there are adequate funds in the T-3 Transportation Bill that covered the bridge. He sees a shortfall between \$15M-\$23M on the cheapest version. Raleigh has not conveyed that to the elected representatives. He asked the Board to help educate one party while they do the other. He and staff would be reviewing the bridge today. He was pleased to announce that this year they did get all of their requests in on time. They requested for beach nourishment and have requested for the bridge monies and highway monies, He delivered all letters to all offices and signed off on them and put them in. He said they were very cautiously optimistic that they would get a new start in construction and the new start in construction did happen. He said they were optimistic they will continue the funding to the \$2.9M that is requested for this year and an additional rise for next year.

In regard to the bridge monies, he would like to see a supplement of \$5M starting in 2004-05-06 to help with the cost. They continue their projects with the Department of Interior and US Fish & Wildlife Services hoping to see the economic ways that the bridge does make sense and provides community service. He said they are continuing to search for Economic Development Grants and looking at ways to improve the community. He expressed gratitude to those who came for Dare County Day in Washington, DC and met with the delegation. He hoped they would come again in June. He will wait notice if they will bring a delegation to Dare County. He once again stated he was optimistic that the beach nourishment proposals were going through and optimistic they will clear up the bridge situation before disbursement of funds.

Chairman Judge expressed appreciation for the presentation.

THE BOARD TOOK A SHORT BREAK.

THE BOARD MOVED TO ITEM 9 AND THEN TO ITEM 10 FOR PUBLIC HEARINGS.

ITEM 7 – TOWN OF MANTEO EASEMENT AGREEMENT (ATT # 2)

Ray Sturza, Planning Director, reported that he had been working with the staff at the Town of Manteo to locate a site for a new pumping station that will improve the quality of water delivered to the Town's water users. The site that has been identified as the most desirable property is on property owned by Dare County behind the Social Services Building. The easement, if approved, will allow for the construction of a 15'x18' pump house that will be constructed to match the architecture of the adjacent buildings including cedar shakes, pitched roof, and fiberglass shingles. Other than Dare County, the other adjacent property owner is Mr. H.A. Creef, who has been advised and has concurred with the proposal.

MOTION

MOTION

Commissioner White moved that the Dare County Board of Commissioners authorize the Easement Agreement with the Town of Manteo to facilitate the construction of a water system pumping station as described in the Easement Agreement dated April 7, 2003.

Commissioner Tillett seconded the motion.

VOTE: AYES unanimous

THE BOARD MOVED TO ITEM 12

ITEM 8 – PLANNING AND INSPECTIONS PERSONNEL ISSUES (ATT # 3)

Ray Sturza, Planning Director, noted that as a result of extraordinary demands on the Planning and Inspections Department and public comment indicating the need for additional service, he requested:

1. Additional personnel – Building inspector, Zoning Officer and Planner (see attached information that was included in Planning Department's budget request.)
2. Reclassify existing salary schedule – Planning Director from grade 80 to grade 85; Building Inspector from grade 69 to grade 72.

MOTION

Commissioner Hooper moved to approve the recommendations and budget amendments for the Planning Department.

Commissioner Tillett seconded the motion.

VOTE: AYES unanimous

THE BOARD MOVED TO ITEM 13.

ITEM 9 – PUBLIC HEARING – PROPOSED AMENDMENTS TO ZONING ORDINANCE OF LOT COVERAGE AND RESIDENTIAL PARKING

AT 10:40 A.M., THE DARE COUNTY BOARD OF COMMISSIONERS HELD A PUBLIC HEARING TO RECEIVE INPUT FROM THE PUBLIC ON THE PROPOSED AMENDMENTS.

Ray Sturza, Planning Director, noted these proposed amendments were a recommendation from the Large Residential Structure Committee. These amendments involve changes to the current definition of lot coverage, parking for single-family residential structures, and an extension of the effective date for non-conforming lots and their dimensional standards. He noted that the hearing notice for Section 22-47, non-conforming lots, states that the Board may consider exempting the Colington Harbour Subdivision from the applicability of this section.

Attorney Mills conducted the hearing and invited the public to speak.

1. Elton Bass, President of Colington Harbour Association, came forth to oppose any change to increase lot coverage in Colington Harbour. He requested that a statement be added that they remain 30% coverage

in place. In another concern, he asked how could increased lot coverage solve the issue of affordable housing. They cannot afford any drainage or water problems. Most of the lots are 75sqft. The key is to build the house to fit the lot and not change the lot to fit the house. He asked that in final grading, to require that to be a part of the certificate of occupancy before being issued.

2. Kevin Schwartz, Government Affairs Representative for the Outer Banks Homebuilders Association and the Outer Banks Association of Realtors, came forth to support the amendments as advertised. He noted that the organizations felt the amendments should apply countywide, including Colington Harbour.

Chairman Judge closed the hearing at 10:55.

There was Board discussion.

MOTION

Commissioner Cahoon moved that all the proposed amendments be adopted as advertised with the exclusion of R-4 zoning for Colington Harbour and to delete the word "unimpeded."

Commissioner Byrd seconded the motion.

Commissioner White felt this should be done countywide.

Commissioner Johnson concurred with countywide and hated to exclude subdivisions.

VOTE: AYES (4) Cahoon, Judge, Hooper, & Byrd

NOES (3) White, Johnson & Tillett

ITEM 10 – PUBLIC HEARING – RURAL OPERATING ASSISTANCE PROGRAM GRANT APPLICATION (ATT # 4)

AT 11:35 A.M., THE DARE COUNTY BOARD OF COMMISSIONERS HELD A PUBLIC HEARING TO RECEIVE INPUT FROM THE PUBLIC ON THE RURAL OPERATING ASSISTANCE PROGRAM GRANT APPLICATION.

Attorney Mills conducted the hearing and invited the public to speak.

There were no speakers.

Chairman Judge closed the hearing at 11:36 A.M.

MOTION

Commissioner Byrd moved the approval of the ROAP Application and Resolution #03-04-16.

Commissioner Tillett seconded the motion.

VOTE: AYES unanimous

ITEM 11 – PUBLIC HEARING CDBG CAPACITY BUILDING GRANT

AT 10:37 A.M., THE DARE COUNTY BOARD OF COMMISSIONERS HELD A PUBLIC HEARING TO RECEIVE INPUT FROM THE PUBLIC ON THE CDBG CAPACITY BUILDING GRANT.

Attorney Mills reminded the Board that the County in partnership with the Outer Banks Chamber of Commerce would apply for this grant. The purpose of the grant is to provide funding to hire a project developer who

will, over a period of two years or less, develop an affordable housing project in Dare County that is eligible for CDBG funding. The Outer Banks Chamber of Commerce will employ the individual hired through this grant program. There is no local match required to receive this grant.

Attorney Mills conducted the hearing and invited the public to speak.

1. Todd Merriss, Outer Banks Community Development Corporation, spoke in support of the efforts of the Board and Chamber of Commerce with this grant.

Chairman Judge closed the hearing at 11:40 A.M.
There was no further action required by the Board.

THE BOARD MOVED BACK TO ITEM 7.

ITEM 12 – TRANSFER OF USDA COMMODITIES PROGRAM (ATT # 5)

Jay Burrus, Social Services Director, requested to transfer the administration of the USDA Donated Commodities Program to the Food Bank of the Albemarle. This transfer was recommended by the Dare County Board of Social Services at their March 19, 2003, meeting.

MOTION

Commissioner Byrd moved to transfer the administration of USDA Donated Commodities Program to the Food Bank of the Albemarle. Commissioner Hooper seconded the motion.

VOTE: AYES unanimous

THE BOARD MOVED BACK TO ITEM 9.

ITEM 13 – APPLIED WATER TECHNOLOGY CONTRACT

Edward Lee Mann, Public Works Director, reported that the County has engaged Applied Water Technology to provide professional engineering design, permitting, bidding, construction administration and other related services for the construction of the new County Solid Waste Transfer Station on Highway 264. The maximum contract price is \$897,100.00. Commissioner White stated that the price associated with this contract is more than originally discussed. He also had a problem with a three-sided metal building.

MOTION

Commissioner Cahoon moved to table until the Capital Improvements Plan Committee can review it and bring a recommendation back to the Board.

Commissioner White seconded the motion.

VOTE: AYES unanimous

THE BOARD RECESSED FOR LUNCH AT 12:00 P.M. AND RECONVENED AT 2:30 P.M.

**ITEM 14 – AUDIT CONTRACT FOR FISCAL YEAR 2002-03
(CONTRACT FILED IN FINANCE DEPARTMENT)**

Dave Clawson, Finance Director, reported the Audit Committee met on March 24 and recommended that the audit contract for the current fiscal year be awarded to Potter & Company (Concord & Mooresville, NC). He noted that this was a different firm from last year but is the new firm for the two governmental audit partners (Bob & Donna Taylor) from last Year's firm, Holder, Moss, Knott, Clark, & Taylor. The former firm wishes to perform the audit but Finance and the Audit Committee advised against it. Potter & Company agrees to honor the terms and price of last year's RFP (\$46,000). Potter & Company provided two county references, Rowan and Cabarrus, both of which were very pleased with the firm's work. The LGC had agreed that the County might award to the new firm due to the original language of the RFP.

MOTION

Commissioner White moved to award audit contract for fiscal year to Potter & Company and authorize the Chairman and the Audit Committee (Commissioner Byrd) to execute the contract.

Commissioner Tillett seconded the motion.

VOTE: AYES unanimous

ITEM 15 – UTILITIES BUDGET FOR COURTHOUSE (ATT 6 #)

Dave Clawson, Finance Director, presented a request for \$56,100 to be added to the utilities budget in the Courts Department (104529) for the current fiscal year. The original budget was estimated by Finance based upon the Detention Center and allocated by square footage. Staff did not consult with Heery to determine the electrical requirements, which are higher than the budget estimate. \$29,075 remains in Contingency and the remaining will use a revenue source of Appropriated Fund Balance.

MOTION

Commissioner Johnson moved to adopt the budget amendment.

Commissioner White seconded the motion.

VOTE: AYES unanimous

ITEM 16 – CENTENNIAL PATH PROJECT (ATT # 7)

Dave Clawson, Finance Director, reported that on 3/17/03 the CIPC voted to recommend to the Board that the County contribute \$60,000 to the above project. (See attached).

\$ 60,000 - the unfunded portion of the project.

\$150,000 - Tourism Board

\$170,000 – NCDOT \$100,000 (Division funds) & \$70,000 (bicycle path funds)

Kill Devil Hills will provide contract and construction administration and all future maintenance.

Staff recommended that due to the high level of Land Transfer Tax collection, that the funds be taken from the Capital Reserve Fund.

Commissioner Cahoon commended Commissioner White for working with DOT and obtaining the funds. Commissioner White stated that there is a

possibility that DOT will provide this funding. If so, it will not be necessary for the County to do so.

MOTION

Commissioner Tillett moved to adopt the budget amendment for the Capital Reserve Fund and the budget amendment for the General Fund. Commissioner Byrd seconded the motion.

VOTE: AYES unanimous

ITEM 17 – PROCLAMATION FOR NATIONAL COUNTY GOVERNMENT WEEK 2003-“COUNTIES CARE FOR KIDS”

Dorothy Toolan, Public Relations Director, informed the Board that National County Government Week is April 6-12 and Dare County is joining counties throughout the United States in celebrating and acknowledging the many services counties provide for children. A number of county departments are working together to make this possible – Parks and Recreation, Sheriff's Department, Friends of Youth, Cooperative Extension, Dare County Library, Health Department, Social Services, Fire Marshal's Office, and Public Relations. Mrs. Toolan gave an overview of plans for celebrating National County Government Week in Dare County and then read the proclamation naming April 6 – 12, 2003 "National County Government Week."

MOTION

By acclamation, the Board moved the adoption of the proclamation.

VOTE: AYES unanimous

ITEM 18 – ZONING BOARD OF ADJUSTMENT (ATT # 8)

Attorney Mills presented a proposed resolution amending the Code of Ordinances to re-establish the Dare County Zoning Board of Adjustment. Staff was initially directed to prepare this proposed ordinance so that the Board of Adjustment could be reconstituted as a separate entity from the Planning Board. The accompanying memorandum provides summary information about the new Board of Adjustment.

MOTION

Commissioner White moved the adoption of Resolution #R03-04-17A. amending the Code of Ordinances to establish a new Dare County Board of Adjustment as amended.

Commissioner Byrd seconded the motion.

VOTE: AYES unanimous

ITEM 19 – CONSENT AGENDA (ATT # 9)

MOTION

Commissioner Byrd moved the approval of the Consent Agenda:

1. Approval of Minutes – March 17, 24, & 26, 2003
2. March of Dimes – Hispanic Outreach Budget Amendment
3. Healthy Carolinians Budget Amendment
4. Dare County Transportation Budget Amendment

4. Dare County Transportation Budget Amendment
 Commissioner Cahoon seconded the motion.
 VOTE: AYES unanimous

ITEM 20 – BOARD APPOINTMENT – AIRPORT AUTHORITY

MOTION

By acclamation, the Board moved the reappointments of Connie Brothers and Richard Johnson to serve a four-year term on the Airport Authority.
 VOTE: AYES unanimous

ITEM 21 – BOARD APPOINTMENT – HEALTH BOARD

MOTION

Commissioner Cahoon moved to appoint Doug Langford as the At-Large Member.
 Commissioner Tillett noted there was no application for Vivian Berry and thought she would be a good member. Commissioner Cahoon, member of the Health Board, noted that various members made these recommendations at their last meeting.

MOTION

Commissioner Tillett moved to table the At-Large appointment until April 21st.

Commissioner Byrd seconded the motion.

VOTE: AYES (2) Tillett & Byrd

NOES (5) White, Judge, Johnson, Hooper & Cahoon

THE MOTION FAILED.

ORIGINAL MOTION

Commissioner Cahoon moved to appoint Doug Langford as the At-Large Member.

VOTE: AYES (6) Cahoon, White, Judge, Johnson, Hooper & Byrd

NOES (1) Tillett

Doug Langford was appointed to serve a three-year term on the Health Board At-Large Seat.

MOTION

Commissioner White moved the reappointments of John DeLucia and Roger Sears to serve a three-year term on the Health Board.

Commissioner Cahoon seconded the motion.

Vice Chairman Hooper nominated Marcus Felton and Roger Sears.

VOTE:

Roger Sears – (7) unanimous

John DeLucia – (4) White, Judge, Johnson, Tillett, & Cahoon

Marcus Felton – (2) Hooper & Byrd

John DeLucia was reappointed to serve a three year term on the Health Board – Engineer Seat and Roger Sears was reappointed to serve a three-year term on the Health Board – Dentist Seat.

Chairman Judge reminded they needed to find a candidate for the Designated Seat for the Registered Nurse.

Chairman Judge directed the Clerk to send a memo to all board and commissions that as they make their nominees to have the applicant completes an application form and to send a reminder notice to that staff person a few months prior to the appointments/reappointments.

ITEM 22 – BOARD APPOINTMENT – PLANNING BOARD

Commissioner Johnson nominated Ricky Scarborough, Jr.

Commissioner Byrd nominated JoAnne Baum Clift.

VOTE:

Ricky Scarborough, Jr. (4) Johnson, White, Tillett, & Hooper

JoAnne Baum Clift (3) Byrd, Cahoon & Judge

Ricky Scarborough, Jr. was appointed to serve a three-year term on the Health Board.

ITEM 23 – COMMENTS BY VICE CHAIRMAN HOOPER

- Hatteras Island Community Meeting – He once again thanked the Board and staff for coming to Hatteras Island and listening to their concerns on March 24th.

ITEM 24 – COMMENTS BY COMMISSIONER WHITE

- Chesapeake Groundbreaking for Highway 17 – There was a great amount of enthusiasm for getting Highway 17 finished to the North Carolina line.
- Motor Vehicle Crash Task Force - He met with all law enforcement officers in an effort to try and eliminate traffic accidents. All Sheriffs' Departments and Chiefs of Police attended it. They are continuing to figure out what to do whether it be speed limits or seat belts.

ITEM 25 – COMMENTS BY COMMISSIONER TILLET

- Attendance Policy for Boards/Commissions – This will be reviewed by the County Attorney.
- Memo for Outer Banks Fire Protection asking for more fire inspectors. Manager Wheeler will handle.
- Scattered Site Grant – She serves as Chairman and reported they met last week and selected a sub committee to help determine who would be eligible in the Avon area. They are working on a June deadline. She commended the Emergency Management Director and OIWC Administrative Assistant for their hard work on the project and thanked the County Attorney for helping them to get the project back on track.
- Memo from the Zoning Administrator – Commissioner White responded that DOT is asking to get the thoroughfare plan updated and to get better traffic flow through Manteo.

- Opening Ceremony of the Senior Games – It was a great day and she urged everyone to visit the Silver Arts Display of paintings and various crafts at the Baum Center.
- DCOAS Transportation – She noted there was a concern on Hatteras Island and reported they are working on trying to get another van. They will be asking for additional funding in their budget for transportation and Meals on Wheels Program.
- MHS Drama – She announced that the high school students would be performing the musical Shenandoah and urged everyone to attend.

ITEM 26 – COMMENTS BY COMMISSIONER JOHNSON (ATT # 10)

- Community Meeting on Hatteras Island – He wanted everyone to know how much he enjoyed meeting the citizens and he looked forward to holding another meeting on HI again.
- Support Our Troops Meeting – He reported there would be a meeting at Wright Brothers Memorial on Sunday and urged everyone to attend.
- Resolution – Support For Continued State Funding for The Lost Colony (Roanoke Island Historical Association)

MOTION

Commissioner Johnson moved to adopt Resolution#R03-04-17.

Commissioner White seconded the motion.

VOTE: AYES unanimous

ITEM 27 – COMMENTS BY COMMISSIONER CAHOON

- Meeting at EOC – She reported there was a meeting with the mayors, and NPS to get an update on the County's plans for Bioterrorism. Those making presentations were the Health Director, the EMS Director, Emergency Management Director and NPS staff. Each entity told what they were doing about Bioterrorism. Very productive meeting. They suggested that the presentation be made to the Realtors Association.
The Public Relations Director will be coordinating with Emergency Management in preparing a handout so guests coming to Dare County will see the county is addressing the issue.
- Centennial Pathway – She noted that a group is looking at the gaps for the upcoming celebration. It appears that the main gap is that Dare County is the main host community and visitation to the park is going to be limited. There will be no night events at the park. The force that was developed in December will be bringing forth recommendations on how Dare County can enhance the celebration as the host community.
- Affordable Housing – She asked the County Attorney if it was possible that when the county does tax foreclosures on property or housing that any of that could be put into an affordable housing

program. Attorney Mills responded there are two related issues. (1) Properties that the county forecloses on and (2) other properties that have been deemed by the county. Her response was yes and she is looking into legally and procedurally on how to dispose of the property and how to handle the title. She is hopeful to have the issue on the next agenda – April 21st.

ITEM 28 – COMMENTS BY COMMISSIONER BYRD

- NCACC in Williamston – She attended the district meeting, which was a chance to have an update of what is going on in Raleigh relative to the tax and finance situation. She noted that they recommended for county boards to contact their legislatures and do not assume they know what each county wants. At the same time the Governor is pushing for reduction in class size he is trying to take AEM funds away. She reminded that part of that fund would be dedicated for school capital needs. The Medicaid in small counties are having a hard time and paying more in Medicaid. She urged the Board to write letters to the legislative officials.
- Zoning Letter – She responded there was a 1988 plan that the Board never adopted and now they are going to do an update of that plan. It is clear there needs to be a plan developed that the Board will ultimately vote on.

ITEM 29 – COMMENTS BY CHAIRMAN JUDGE

- Opening of the Senior Games – He asked the Board to encourage and support the County Manager to encourage the DCOAS Director and the Parks & Recreation Director to try and host the next level of competition either the entire state games or part of these games to Dare County. Dare County has a success rate with the seniors who go to Raleigh and compete. The President and Vice President of the State Organization were present at the Senior Games and were very receptive to the idea of Dare County holding the senior games in the near future and very impressed with the county's facilities.
- Bodie Island Lighthouse – The US Coast Guard announced on 3/18 of continued usefulness of the lighthouse as an aid to navigation. A letter was sent to elected officials stating the Board's position of keeping the light on. The Coast Guard has invited the public to comment until June 1st and as of this date there has been no comment. Staff has compiled a survey, which will be advertised for public input. The survey is on the Web site and he hopes the citizens will submit their view.
- Memo from Zoning Administrator – He noted the Board needed to submit a letter to DOT requesting for a Thoroughfare Plan.

ITEM 30 – PROPOSED POLICY ON ATTENDANCE FOR MEMBERS OF BOARDS AND COMMISSIONS (ATT # 11)

- Proposed Policy on Attendance for Members of Boards and Commissions – Attorney Mills explained this would apply to all current and future boards and commissions and all current and future appointees that the Board of Commissioners makes appointments to.

MOTION

Commissioner Byrd moved to adopt the Proposed Policy.

Commissioner Tillett seconded the motion.

VOTE: AYES unanimous

Commissioner Tillett requested minutes from all boards and commissions and a schedule of meetings.

Chairman Judge asked the County Manager and staff to handle the matter.

Commissioner Byrd wanted to be sure that she understood that the new policy would provide compensation for members when they attend meetings for that month. If the board did not meet at all, then no one would be compensated.

Commissioner Tillett felt it was wrong to have the same people serving on two or three boards and will consider bringing it up in the future.

ITEM 31 – CLOSED SESSION – LITIGATION, LAND, & PERSONNEL MATTERS**MOTION**

Vice Chairman Hooper, pursuant to the provisions of NCGS 143-318.11, moved that the Dare County Board of Commissioners go into closed session to:

Instruct the County staff or negotiating agents concerning the position to be taken by or on behalf of the County in negotiating the price and other material terms of a contract for the acquisition of real property by purchase, option, exchange or lease;

Consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Consult with an attorney employed or retained by the County in order to preserve the attorney client privilege between the attorney and the County.

Commissioner seconded the motion.

VOTE: AYES unanimous

AT 3:50 P.M., THE DARE COUNTY BOARD OF COMMISSIONERS
ENTERED CLOSED SESSION AND EXITED AT 4:40 P.M.
Attorney Mills reported the Board took no action that requires action and
no concession.

THE DARE COUNTY BOARD OF COMMISSIONERS ADJOURNED AT
4:40 P.M. UNTIL 3:00 P.M. ON APRIL 21, 2003.

(SEAL)



APPROVED:

By: *Warren Judge*
Warren Judge, Chairman
Dare County Board of Commissioners

Respectfully Submitted,

By: *Frances W. Harris*
Frances W. Harris
Clerk to the Board