



**Minutes**  
**KITTY HAWK TOWN COUNCIL**  
Monday, June 3, 2024  
Kitty Hawk Town Hall, Smith Room  
6:00 PM

1. **Call to Order**
2. **Moment of Silence** – We take a moment to fondly remember Jamie Ewers, Public Works Supervisor who passed away suddenly in early May.
3. **Pledge of Allegiance**
4. **Approval of Agenda**
5. **Public Comment** – The public is invited to address the Town Council on any topic. Please sign up with the Town Clerk before the meeting and when your name is called, come forward and speak into the microphone at the lectern. Please limit comments to 3 minutes.
6. **Oath of Office** – Public Information Officer & Town Clerk, Lauren Garrett
7. **Consent Agenda** – Items on the consent agenda are considered to be non-controversial, routine in nature, or items not requiring a presentation to discuss by the Town Council in order to consider the items(s). Any item may be removed for discussion by the council or by any member of the audience who wants to hear the item presented and discussed.
  - a) **Approval of May 6, 2024, Regular Session Council Minutes** – Approval of the consent agenda will approve these minutes.
  - b) **Budget Amendment # 14** – Recognition of \$5,000 grant for Government Education Channel.
  - c) **Budget Amendment #15** – Earnings Interest Allocation.
  - d) **Budget Amendment #16** – Donation to the Police Department from the family of Brian Wise.
  - e) **Transfer Within Departments** – Notification of funds transfer from Contingency GL Account to Telephone & Communication Account for Town Website.
8. **Items Removed from Consent Agenda**
9. **Planning – Schedule Public Hearing**
  - a) **Text Amendment** – 42-1 – Definitions, Accessory workforce housing.
  - b) **Text Amendment** – 42-1, 42-247, 42-248, 42-249, 42-273, 42-274, 42-275, Minimum Lot Size.
  - c) **Text Amendment- 42-1.-Definitions and 42-528.- Accessory Dwelling Units.** The applicant proposes language requiring long-term occupancy on sites in the VR-1 district that contain an Accessory Dwelling Unit. **Reschedule**
  - d) **Text Amendment** - All districts allowing single-family dwellings – Maximum dwelling size and occupancy. Staff proposes language that would set a maximum dwelling size of 6,000 sq. ft. of conditioned living space and 14 occupants. **Reschedule**
10. **Commercial Site Plan Review**
  - a) 4007 N. Croatan Highway, Food Pantry addition
11. **Public Hearing**
  - a) Fiscal Year 2024-2025 Budget



**12. Old Business:**

- a) **Consideration of Ordinance Banning Release of Balloons**

**13. New Business:**

- a) **Appointments to the Planning Board**
- b) **Appointments to the Board of Adjustments**
- c) **Appointments to the Recreation Committee**

**14. Reports/General Comments from Town Manager**

**15. Reports/General Comments from Town Attorney**

**16. Reports/General Comments from Town Council**

**17. Adjourn**

**Council Members Present:**

Mayor Craig Garriss, Mayor Pro Tem Jeff Pruitt, Councilman David Hines, Councilwoman Charlotte Walker, and Councilman Dylan Tillett.

**Staff Members Present:**

Town Manager Melody Clopton, Town Attorney Casey Varnell, Administrative Services Director Laura Walker, Finance Officer Liliana Noble, Police Chief Mike Palkovics, Police Lieutenant James Helms, Fire Chief Mike Talley, Public Works Director Willie Midgett, Administrative Zoning Technician, Jessica Everett, Public Information Officer/Town Clerk, Lauren Garrett

- 1. Call to Order**
- 2. Moment of Silence**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**

**Garriss:** Council I need a motion to approve tonight's agenda, please.

**Hines:** So, moved.

**Garriss:** Motion by David, second?

**Walker, Charlotte:** Second.

**Garriss:** Second made by Charlotte, all in favor?

**All Council:** Aye.

**Garriss:** All opposed, none. Thank you.

- 5. Public Comment** – The public is invited to address the Town Council on any topic. Please sign up with the Town Clerk before the meeting and when your name is called, come forward and speak into the microphone at the lectern. Please limit comments to 3 minutes.



**Garriss:** Public Comment section, Laura has anyone signed up for Public Comment?

**Walker, Laura:** Yes, Mayor we have Ms. Debbie Swick from Southern Shores.

**Garriss:** Okay, come on up Ms. Swick. I think I know what you're going to talk about.

**Swick, Debbie:** Good evening, Mayor and Council. Thank you so very much for putting on your agenda the ordinance I have requested for the balloon ban. Sadly, I know I show up at these meetings with these things all the time. I have wonderful beach warriors who clean up daily for me and unfortunately, it's not enough. This one was found two days ago, and it still has air in it. The need for this ordinance is so grand and it is something that is dear to my heart and you are making such an impact by enacting an ordinance. The resolution is much appreciated but the ordinance is so necessary not only because the other towns have done so, and the Dare County commissioners are considering it. But it sends a message, a very positive message, it sends a message of education to people. I have reached out; we are making documentaries nationally and locally now to get the word out and I am so very proud of Kitty Hawk and all your efforts. I brag about you all the time. I know it's slow and steady but it's not as fast as some of the other towns, but I certainly appreciate your support on this issue and please share this story with your friends and your visitors and all the guests that come to your beautiful town. Tell them that no matter where they live, helium balloon releases anywhere east of the Mississippi impact our oceans so share that message with them. Let them know we care about our community as well as I know that they do. Visitors come here because they love it and thank you very much for your consideration and your support. Thank you.

**Garriss:** Thank you Debbie. Anyone else signed up, Laura?

**Walker, Laura:** Yes, sir. We have Kyle Stickley.

**Garriss:** Come on up Kyle and folks remember I think Debbie got buzzed a little early there, but you have three minutes for public comment. Speak directly into the mike, please.

**Stickley:** Good evening, Mayor and Council. My name is Kyle Stickley, 5120 The Woods Road. I spoke last meeting about concerns of my neighbors building an AirBnB next door to me. Those concerns have become real. We have a one bedroom one bath AirBnB now next door to us that has an occupancy of five people. There is an increase in traffic in our driveways and I feel like this is a residential zone single family dwelling area, but this feels like a business. I don't think it should be allowed. Another concern with it being a five-person occupancy I called the health department because that means they are over occupancy on their septic. The health department told me to call the real estate commission, they were unwilling to do anything which I find unsettling. After reading some of the ordinances on accessory dwelling units I find home occupations are allowed but I find that AirBnBs, VRBOs, however you want to say it doesn't fit these guidelines so again I don't feel like they should be allowed. The only thing I do find is allowed is bed and breakfast. I don't find these being a bed and breakfast. That would be something from what I read you would have to get a permit from the county and the town to be able to have. Also, the effect that all these AirBnBs have



on our local businesses. I mean we have rental companies; they employ people, and they invest a lot of money in our area. That is taking away money from them so again I feel there should be some formal text amendment to not allow these in our communities, in our residential zoned areas. We have commercial districts that I feel like these fit in like hotel districts where there's plenty of places to rent. I don't feel like it should be next door in my backyard. That's all I got.

**Garriss:** Thank you Kyle. Anyone else signed up to speak?

**Walker, Laura:** No, sir.

**Garriss:** Would anyone else like to speak tonight at Public Comment period about any topic? No one else? Alright, let the record show no one else chose to speak please.

**6. Oath of Office – Public Information Officer & Town Clerk, Lauren Garrett**

**Garriss:** Okay, Oath of Office. Melody, would you like to start us off?

**Clopton:** Sure. I am beyond excited to introduce Lauren Garrett as our new PIO/Town Clerk. This is her first meeting so be easy on her. She joins us with 14 years of professional experience in operations management, financial analysis, marketing and business administration. She has worked in real estate and property management primarily. Before relocating the Outer Banks in 2010, she worked in Asheville, NC in government contracting, aerospace and industrial manufacturing. She holds a bachelor's degree in psychology which is going to be helpful, and a minor in business/marketing from Radford University. Lauren's husband Daniel is here, and he is mentioned in the bio. In her spare time, she likes spending time with her husband Daniel, entertaining friends and family at her home in Powells Point and caring for her menagerie of rescued pets including two cats, a dog and a horse. She's an avid beach goer as well as a lifelong equestrian who rides her Appaloosa horse Dexter as often as possible. Please join me in welcoming Lauren, she has already made a positive impact in the week she's been here. We are so happy to have you.

**Garriss:** Alright Lauren let's make it real.

**Garriss:** I, State your name.

**Garrett, Lauren:** Lauren Garrett.

**Garriss:** Do solemnly and sincerely swear that I will support the Constitution and laws of the United States that I will be faithful and bear true alliance to the state of North Carolina and the authorities which are or may be established for the government thereof that I will endeavor to support, maintain, and defend the Constitution and laws of said State not inconsistent with the Constitution of the United States to the best of my knowledge and ability and that I will faithfully discharge the duties of my office as the Town Clerk for the Town of Kitty Hawk, North Carolina, so help me God. If you do, state I do.



**Garrett, Lauren:** I do.

**Garriss:** Congratulations, Madam Clerk. We are so fortunate and lucky to have Lauren. She has been a breath of fresh air. I didn't know until tonight that she has a Psychology degree, if you stay here long enough you may need that. Thank you.

- 7. Consent Agenda** – Items on the consent agenda are considered to be non-controversial, routine in nature, or items not requiring a presentation to discuss by the Town Council in order to consider the items(s). Any item may be removed for discussion by the council or by any member of the audience who wants to hear the item presented and discussed.
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  - e) Transfer Within Departments** – Notification of funds transfer from Contingency GL Account to Telephone & Communication Account for Town Website.

**Garriss:** Alright Council, I need a motion to approve tonight's Consent Agenda please.

**Tillett:** Mr. Mayor, I make a motion to approve tonight's Consent Agenda.

**Garriss:** Thank you Dylan. Can I get a second?

**Walker, Charlotte:** Second.

**Garriss:** Second by Charlotte. All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None.

## **8. Items Removed from Consent Agenda**

**Garriss:** Number 8, no items are removed from Consent Agenda.

## **9. Planning – Schedule Public Hearing**

- a) Text Amendment** – 42-1 – Definitions, Accessory workforce housing.
- b) Text Amendment** – 42-1, 42-247, 42-248, 42-249, 42-273, 42-274, 42-275, Minimum Lot Size.



- c) **Text Amendment- 42-1.-Definitions and 42-528.- Accessory Dwelling Units.** The applicant proposes language requiring long-term occupancy on sites in the VR-1 district that contain an Accessory Dwelling Unit. **Reschedule**
- d) **Text Amendment - All districts allowing single-family dwellings – Maximum dwelling size and occupancy.** Staff proposes language that would set a maximum dwelling size of 6,000 sq. ft. of conditioned living space and 14 occupants. **Reschedule**

**Garriss:** Number 9 we need to set a number of Public Hearing dates, Council. First one, text amendment 42-1 definitions of Accessory Workforce Housing.

**Pruitt:** Mr. Mayor, I moved to set a Public Hearing at the Town Council Meeting on July 1, 2024, to consider the proposed text amendment to add definitions for Accessory Use Workforce habitation and Accessory Workforce Housing in section 42-1.

**Garriss:** Thank you Jeff. Do we have a second?

**Tillett:** Second.

**Garriss:** All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None.

**Garriss:** Text amendment minimum lot size 42-247, 42-248, 42-249, 42-273, 42-274, 42-275, and 42-1 definitions. Do I have a motion?

**Pruitt:** Mr. Mayor, I moved to set a Public Hearing at the Town Council Meeting on July 1<sup>st</sup>, 2024, to consider the proposed text amendment to definition of minimum lot size in Section 42-1 and in the relevant district regulations as noted in the staff report.

**Garriss:** Thank you Jeff. Do I have a second?

**Walker, Charlotte:** Second.

**Garriss:** Thank you Charlotte.

**Garriss:** All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you.



**Garriss:** Alright, 9C is the one we need to reschedule Council. 42-1 definitions and 42-528 Accessory Dwelling Units. I would like to make a motion to set the public hearing on those items on July 1<sup>st</sup>, 2024, the next Council meeting. Do I have a second?

**Hines:** Second.

**Garriss:** Thank you David. All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you.

**Garriss:** Next text amendment. Regarding single-family dwellings, all districts, maximum dwelling size and occupancy. Staff proposes language that would set a maximum dwelling size of 6,000 feet of conditioned living space and 14 occupants. Do I have a motion?

**Pruitt:** So, moved.

**Garriss:** For the July 1, 2024, Town Council Meeting?

**Pruitt:** Yes.

**Garriss:** Thank you. Do I have a second?

**Hines:** Second.

**Garriss:** Thank you, David.

**Garriss:** All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None.

**Garriss:** Okay, with this number of public hearings it will be a long meeting next month.

#### **10. Commercial Site Plan Review 4007 N. Croatan Highway, Food Pantry addition**

**Garriss:** Okay, item 10. Conditional site plan review. Rob, would you like to come up please? Food Pantry addition.

**Testerman:** The applicant has submitted a site plan modification request to add 1,410 square feet to the rear of the existing 1,880 square feet commercial structure. The property is in the VC1 zoning district, and it is surrounded by other VC1 properties and across US 158 VC2. Per Section 42-1,



because the proposed addition is greater than 15% of the existing structure, it does not qualify as a minor modification so that is why it has come before the Planning Board now Town Council. So the lot coverage maximum allowable coverage in VC1 is 60%. The proposal here includes the removal of 457 square feet of existing asphalt reducing the lot coverage to 52.36%. Building height, the proposed building height for the addition appears to be 32 feet based on the site plan submitted. The maximum allowable is 35 feet in VC1 district and there is 10-foot side setback, 15-foot on the front and 20-foot rear set back. The proposed addition to the site plan meets all the setback requirements. The Planning Board reviewed this proposal at their May 16<sup>th</sup> meeting and unanimously recommended approval for the site plan modification. That's all I have prepared, if you have any questions for me. It is a straightforward proposal.

**Garriss:** Council, any questions for Rob?

**Tillett:** Just a comment. I noticed that you had in your staff report Rob as well. The maximum height in this zone is 35 feet and the drawing didn't have a dimension for that. We scaled it and it is approximately 32. I would prefer moving forward that staff have the right information so you can for sure tell that it is under maximum height.

**Testerman:** During construction, we will require a height certificate before they get their rough in inspection.

**Tillett:** Understood.

**Testerman:** It will verify in the field that is being done.

**Tillett:** I'd like to verify before it gets built in the field, but I understand it would be a good check as well. Maybe we should put a condition moving forward on this one if we decide to approve it that we make sure it's within the maximum building height allowance. If the Council agrees with that.

**Garriss:** Yes, that is a great idea. Is anyone here representing Beach Food Pantry?

**Beach Food Pantry representative Rick Godsey and Kim James:** Yes.

**Garriss:** Council, are there any questions for these folks?

**Tillett:** I have one more question, sorry. It's not very clear what is being removed behind the building where the new structure is being built. Are these existing parking spaces being removed?

**Rick Godsey:** Yes.

**Tillett:** That's parking spaces?

**Rick Godsey:** Correct.





**Tillett:** Is that a loading zone as well?

**Rick Godsey:** Yes.

**Tillett:** So, trucks are already delivering in the back, is that right?

**Rick Godsey:** There's five spots on the south side of that parking lot that are going to be removed. The current configuration shown on the drawing is the current way they look.

**Tillett:** So, trucks are already going in and out of Lindbergh on that route. What is your typical delivery vehicle? Is that an eighteen-wheeler as shown on the plan?

**Rick Godsey:** That's what they hope to do as they get cheaper prices with bulk deliveries.

**Tillett:** Are they able to make that maneuver as it is right now?

**Rick Godsey:** Absolutely.

**Tillett:** Okay and you haven't had any complaints with existing neighbors on deliveries through that back road?

**James, Kim:** We have not.

**Garriss:** It's got to include removal of 457 square feet of existing asphalt.

**Tillett:** I'm just concerned that it is meeting minimum parking requirements by removing those parking spaces.

**Testerman:** Yes, it is.

**Tillett:** Thank you, that's all I've got.

**Garriss:** Okay, very good. Council, I will entertain a motion.

**Walker, Charlotte:** Mr. Mayor, I would like to move to grant approval of this site plan modification at 4007 North Croatan Highway.

**Garriss:** Thank you, Charlotte. Do I have a second?

**Tillett:** Second.

**Garriss:** Thank you Dylan. Any further discussion? All in favor?

**Council:** Aye.



**Garriss:** All opposed? None. Thank you, folks.

**Tillett:** Thank you.

**11. Public Hearing**

a. Fiscal Year 2024-2025 Budget

**Garriss:** Alright Council, I need a motion to go into Public Hearing regarding the 2024-2025 budget.

**Walker, Charlotte:** So, moved.

**Garriss:** Motion made by Charlotte. Do I have a second?

**Tillett:** Second.

**Garriss:** All in favor?

**All Council:** Aye.

**Garriss:** Okay, we are in Public Hearing. Melody?

**Clopton:** At the May meeting we presented a full budget presentation, and the budget has been available for review. These are highlights for fiscal year 2025 budget. It is balanced at \$11,957,726. There is no proposed property tax increase and there is no use of unrestricted fund balance. It establishes a community relations line item and funds capital reserve for future purposes. A few of the highlights include replacement of fire, police and public works vehicles, upgrades to planning software, purchase of a dump truck and replacing in-car police laptops. Some of the funding for the capital reserve includes Caterpillar backhoe replacement, boardwalk and dock repairs, and firetruck replacement. That is what I have.

**Garriss:** Thank you Melody. Council, do you have any questions for Melody during Public Hearing? Is there anyone here who would like to speak during this public hearing section about the budget? Let the record know no one else chose to speak. No discussion Council?

**Hines:** Are we approving the budget tonight?

**Garriss:** Yes sir, once we get back to the regular session. No more questions in public hearing?

**Hines:** I do have a question.

**Garriss:** Alright.



**Hines:** It is pertaining to law enforcement. There seems to be a line item in there for I think \$15,000 for I can't think of the name or the word, but we don't practice it here. Would you like to speak to that please?

**Clopton:** Is it CALEA (Commission on Accreditation for Law Enforcement Agencies)?

**Hines:** Yes, that is it.

**Chief Palkovics:** Good evening, Mr. Mayor and Council members and Town Manager. Yes sir, I believe you are talking about accreditation CALEA. Commission of accreditation or NCLEA which is North Carolina Law Enforcement Accreditation.

**Hines:** Yes, sir. Do you feel that line item is needed? When would you like to try to implement that? I would like to try and understand more about it.

**Chief Palkovics:** Thank you, that's a great question. Yes, I do think accreditation is an extremely important and lofty goal whether you go with either the North Carolina Law Enforcement Accreditation or CALEA. CALEA is an internationally recognized accrediting body. There is a charge each year to participate and it's not only for the accreditation but also for the software that supports it as well because there is a lot of documentation that takes place. Accreditation is having an outside body come in and look at your policies, procedures, and practices to verify that you are doing best practices in the industry. To me I think that is very important as a law enforcement agency to prove that they are doing what they say they are doing, and they are doing it the right way. You know, one of the examples I have used in the past is we send our kids to colleges and everyone who sends their kids sends them to an accredited university. Someone else has looked at them and said yes, they are doing what they say they are doing, and they are doing it the right way. I think our police department should be doing the same thing. It is a pretty lofty goal, and it will be a challenge. It will take us probably 3 to 4 years to accomplish it so it's not something you do overnight. It's a tremendous amount of work; reviewing every single one of your policies, updating policies and making sure they meet the standards that apply to the accreditation.

**Hines:** I appreciate that. Do you feel it's the right fit for Kitty Hawk? I understand accreditations and all that, but I did research on it and I can't find but maybe one or two other towns or whatever you want to call it that do that in North Carolina.

**Palkovics:** Oh, there are plenty and I would be glad to get you a list from the CALEA website so you can see it there.

**Hines:** So, it is more than a couple.

**Palkovics:** But it is not everybody because it is a challenge. Accreditation is not a given. It is a lot of work, and it is a commitment from the department and from the Town. Do I think it's the right fit? Yes, sir I think it's right for any agency. I would hope the Town and the Town Council would support



being an agency that does things the right way and has other people looking at them to ensure that we're doing things the right way that is accepted in the industry.

**Hines:** I don't disagree with that it's just this is new to me. I haven't heard much about it; you can probably speak more to it.

**Garriss:** I have been through a number of those inspections over the years. You talk about stress until you find out you've passed that inspection; there's a lot of hard work involved. Once you find out you've passed that inspection, Chief is right because then you are set to a higher standard. Your policies, procedures, paperwork, the equipment you have in your vehicles. I think it's a very big goal and I'm glad you're ready and willing to tackle that goal. I think it's a great thing for Kitty Hawk. There are many agencies across the state that are CALEA certified.

**Chief Palkovics:** Quite honestly, the easy route would be not to try for this, and I will tell you that right now. I don't know if I can adequately explain how difficult it is going to be for a small agency like us to attain accreditation. But I truly believe that with the people and the mindset we have here we can make it happen. It's not going to be easy.

**Hines:** Good enough, thank you.

**Garriss:** Thank you Chief. Any more questions for Chief, Council? Okay, if not then I need a motion to go back into regular session please.

**Hines:** So, moved.

**Garriss:** Motion made by David. Do I have a second?

**Tillett:** Second.

**Garriss:** Second by Dylan. All in favor?

**All Council:** Aye.

**Garriss:** Okay, Council we are back in regular session. I need a motion if you are prepared and ready regarding the 2024-2025 budget.

**Pruitt:** Mr. Mayor, I make a motion to adopt the fiscal year 2024-2025 budget, capital improvements plan, and all of the budget related documents as presented.

**Garriss:** Thank you Jeff. Do I have a second?

**Walker, Charlotte:** Second.

**Garriss:** Second from Charlotte. Any further discussion? All in favor?



## TOWN OF KITTY HAWK

**All Council:** Aye.

**Garriss:** All opposed? None. Okay, we have a budget. I so look forward to this conversation next year. Right, Jeff?

**Pruitt:** Uh, huh.

**Clopton:** It's going to be a ways.

### 12. Old Business:

#### a) Consideration of Ordinance Banning Release of Balloons

**Garriss:** Okay, Item number 12. Let's talk about some balloons. Consideration of balloon ordinances. Melody, is that you?

**Clopton:** I think so. At the last Council meeting, we talked about what we would like to do with the situation of releasing balloons. A question was asked as to whether balloons could be considered litter and part of our litter ordinance. Chief Palkovics did some research, and it cannot be considered litter because you must watch it go up and come down. You must be in the same jurisdiction where it all happens. After talking with Casey, we have proposed a more civil type of ordinance that is modeled after all the other towns as well as Southern Shores. It would have a civil penalty of \$250 for anyone witnessing an intentional balloon release. You have the proposed balloon ordinance in front of you tonight for your consideration. I'm sure Casey can answer any questions you may have.

**Hines:** I have a question. If you do witness a balloon, come out of someone's hand on purpose, you are witnessing them litter, right?

**Clopton:** No, you wouldn't.

**Hines:** Okay, help me out.

**Varnell:** It's a great question and the research why Chief Palkovics can speak more to if he'd like. The research was interesting to say the least. Under the criminal statutes, we've got state code that usurps anything we would try to do. We are not allowed to develop criminal laws and define them; the state does that.

**Hines:** Correct.

**Varnell:** Under that definition of litter, you must see the release, you must be able to confirm that the balloon that was released landed and be able to identify the landing spot, trace it back to the original release and again from a jurisdictional standpoint there are a lot of questions there and a whole other set of apples in the cart because of the fact that balloons obviously travel a long way as



Ms. Swick has said many times at meetings. But the differentiating factor here is doing it through town ordinance, we're requiring only the intentional release to be the act in question.

**Hines:** So, it is better?

**Varnell:** Right, so it does away with requirements from the state as far as the criminal code side of things is concerned.

**Hines:** Good enough for me.

**Garriss:** Thank you Chief. Any further questions?

**Tillett:** Is the penalty \$250 consistent with adjacent towns? Is that what we saw?

**Varnell:** That was modeled right after Southern Shores.

**Tillett:** Do we feel like that is enough? Is someone willing to spend that just to release some balloons?

**Hines:** I don't think it is.

**Tillett:** In the grand scheme of wedding costs that's just a drop in the bucket. We can always go back and adjust it.

**Clopton:** We could.

**Garriss:** You kind of touched on it, it will be an enforcement nightmare.

**Hines:** It will be, you can go down a rabbit hole with that.

**Pruitt:** Realistically, if you see your neighbor send off a bunch of balloons you could say I saw this from a reveal party or a wedding you know.

**Hines:** I'm good, there's a lot of it in the waterways.

**Pruitt:** I saw two yesterday.

**Garriss:** Alright Council, do I have a motion?

**Walker, Charlotte:** Mr. Mayor, I make a motion to amend the Kitty Hawk town code to adopt an ordinance making it illegal to intentionally release any inflated balloon within the town limits.

**Hines:** I'm going to second that.



**Garriss:** Thank you Charlotte and David for your second. Any further discussion? All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Ms. Debbie, are you happy? I don't know of anyone who has worked harder on this than Ms. Debbie Swick. You have done an outstanding job.

**Swick:** Does that mean you're tired of seeing me?

**Garriss:** You have done an outstanding job. You can come back any time (laughter).

**Walker, Charlotte:** I love the part that biodegradable is not true on the back of your card. There's no such thing.

**13. New Business:**

- a) Appointments to the Planning Board
- b) Appointments to the Board of Adjustments
- c) Appointments to the Recreation Committee

**Garriss:** Alright, Council, we've got some appointments to make that are expiring. Let's start with the planning board please. We have Brian Parker who is a regular member and alternate Matt Spencer and alternate Blair Meads who are expiring and need to be reappointed. You can consider any names; these aren't the only names you can consider. Let's start with the regular members. Do I have a motion to appoint or reappoint?

**Pruitt:** Mr. Mayor, I make a motion to reappoint Brian Parker as a regular member on the planning board with the term of office to expire June 30, 2026.

**Garriss:** Thank you Jeff.

**Tillett:** Second.

**Garriss:** Second, by Dylan. Any further names? Okay, all in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Okay, we have appointment or reappointment of Matt Spencer and Blair Meads as alternates please.

**Pruitt:** Mr. Mayor, I make a motion to reappoint Matt Spencer and Blair Meads as alternates on the planning board with a term of office to expire June 30, 2026.

**Hines:** Second.



**Garriss:** Second by David. Thank you, Jeff. Any further questions? All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. We also have Brian Parker would was just reappointed and also served as vice chair. He would need to be reappointed to that position unless the Council feels otherwise.

**Pruitt:** Mr. Mayor, I make a motion to reappoint Brian Parker as vice chairman of the planning board for a one-year term.

**Garriss:** Thank you Jeff. Do I have a second?

**Tillett:** Second.

**Garriss:** Thank you Dylan. All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you. Okay, Board of Adjustment. We have four that have all said they would like to be reappointed. Blair Meads, Christine Buckner, Natalie Smith, Kipp Tabb, or any other names that you may have. I need a motion to appoint or reappoint please.

**Tillett:** Can we do them all at once?

**Garriss:** If you feel like doing them all at one time, they are all regular members.

**Tillett:** Mr. Mayor, I make a motion to reappoint Blair Meads, Christine Buckner, Natalie Smith, and Kipp Tabb as regular members to the Board of Adjustments with term of office to expire June 30, 2026.

**Garriss:** Thank you. Do I have a second?

**Hines:** Second.

**Garriss:** Second by David. All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Also, Blair currently serves as chairman if you would like to appoint or reappoint, I need a motion please.

**Hines:** I will make a motion to reappoint Blair Meads as chairman of the Board of Adjustments for the term.





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**Garriss:** Thank you David.

**Pruitt:** I will second that.

**Garriss:** Second by Jeff. Any further? All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Okay, then we have the recreation committee. We have 3 names here whose terms are expiring and need to be reappointed. Dave Klebitz, Ryan Thibodeau and Kipp Tabb. I will take motions as appropriate to appoint or reappoint.

**Walker, Charlotte:** Mr. Mayor, I would like to make a motion to reappoint Kipp Tabb, Ryan Thibodeau and Dave Klebitz to the recreation committee for another term.

**Garriss:** Thank you. Term expires June 30, 2026.

**Hines:** I will second.

**Garriss:** Thank you David. Any further? All in favor?

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you, Council. These appointments and reappointments are very important to this town.

### **14. Reports/General Comments from Town Manager**

**Garriss:** Ms. Melody, comments from Town Manager.

**Clopton:** Sure, good evening. I am very excited to announce that we have a fully executed contract for the police department renovation and construction. We have also received all the insurance and bonding information and all the required documents from the contractor. We will be scheduling a kickoff meeting with all the parties. It's going to be a good thing and we're excited about that. Tomorrow night, we're going to have a flood and storm prevention community meeting. The public is invited to attend, it's a drop-in from what I understand between 5:30 and 7:30 here at Town Hall. They will be talking about and getting the public's feedback on flood prevention and storm protection projects throughout the Town. It's a busy week. On Wednesday, June 5<sup>th</sup> the Kitty Hawk Police Department will be holding a medicine drop at the police department from 10 am to 3 pm. This is a free program that allows people to safely and securely dispose of their unwanted over the counter and prescription medicines. That again is at the police department. On June 29<sup>th</sup>, the police department will be holding its annual fishing tournament at Kitty Hawk pier. It's from 8 am to 1 pm that's a Saturday. The suggested age for this event is 6 to 13 years of age but everyone is welcome. There will be prizes awarded as well as food and refreshments. Please contact the police



department Sargeant Tyler Kouskouris is heading up this event for us but instead of spelling out his name I will just say to contact the police department. I also want to give a shout out to Peggy Langley. Thank you so much. She has beautified our circle around our town sign and has been taking care of our plants. It looks so nice and it's nice to have people who do that just because.

**Hines:** I knew that was better than a professional landscaper.

**Garriss:** Thank you Peggy, that is wonderful.

**Clopton:** That's all I have.

#### **15. Reports/General Comments from Town Attorney**

**Garriss:** Thank you Melody. Casey?

**Varnell:** Mayor, I have nothing.

#### **16. Reports/General Comments from Town Council**

**Garriss:** Thank you Casey. Council? David?

**Hines:** I don't have a whole lot. I would like at the next meeting to have an open discussion for alternate members on the planning board. Rob could come up and speak to whatever he feels is best for the town.

**Garriss:** Would you like to put that on the agenda for the next meeting?

**Hines:** I would.

**Garriss:** Melody, can we handle that?

**Clopton:** Of course we can.

**Garriss:** Thank you. Very good, thank you David. Anything else?

**Hines:** No sir.

**Garriss:** Okay, Dylan?

**Tillett:** I want to welcome Lauren. Welcome to the Town, thank you. I want to do a quick mention of one of the items on the consent agenda which was a donation from the Wise family. On behalf of a family member and friend we lost this year, BB Wise. Mr. Brian Wise. I want to thank the Wise family for that donation. I think that was very nice and kind. Lastly, thank you Ms. Langley for dressing up the sign. That was wonderful, we appreciate it. That's all I have.



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**Garriss:** Thank you Dylan. Jeff?

**Pruitt:** I also have here to thank the family of Brian Wise who we all called BB. They gave a donation to the police department for the community outreach program. I would like to thank the family and let them know we're thinking about them. We really appreciate it. I'd also like to thank all of our board members from the planning board, board of adjustments, and recreation committee. Everybody came back and asked to be back. I want to thank everyone for doing that. Also, welcome Lauren. Welcome to the town, don't use too much of those psychology skills on me. Leave me out of that. That's all I have.

**Garriss:** Thank you Jeff. Summer's here and I think we all know that. Thank you to all the staff. Willie, I know you're short right now but you have not skipped a beat my friend. Fire department, police department too. Chief and I have a bit of a double booking to speak tomorrow night at the Kitty Hawk Baptist Church, but Chief says we're going there because they are cooking hamburgers and hotdogs. So that's where we'll be speaking tomorrow night. But again, like you Jeff, everyone we spoke to would like to be reappointed and said it would be an honor. That's great. Lauren, thank you. We're glad you're here. Anything else, Council?

**Clopton:** Charlotte?

**Garriss:** I'm sorry Charlotte. I will not hear the end of that. (laughter)

**Walker, Charlotte:** I want to thank Chief Talley and the Fire Department for the kickoff lunch the other day. It was amazing, a lot of work went into doing that and it's always a good thing to have that kick off to get the summer started. Thank you.

**Garriss:** Thank you Charlotte. We have mentioned this before but Lilliana, you and your staff did a wonderful job on the budget.

**Charlotte:** You absolutely did.

**Garriss:** You asked for information, and you got it for us right away, whatever we needed. Thank you so much. Melody, I know you are proud of all your staff.

**Melody:** Yes, I am.

**Garriss:** Anything else? Alright, I need a motion to adjourn.

**Hines:** So, moved.

**Garriss:** Second?

**Walker, Charlotte:** Second.



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Garriss: We are adjourned.

## 17. Adjourned at 6:52 pm

The minutes of the June 3, 2024, Kitty Hawk Town Council Meeting are approved at the July 1, 2024, Kitty Hawk Town Council Meeting.



D. Craig Garriss, Mayor