



# TOWN OF KITTY HAWK

101 Veterans Memorial Drive  
 PO Box 549, Kitty Hawk, NC 27949 ~ 252-261-3552  
 Fax 252-261-7900  
[www.kittyhawknc.gov](http://www.kittyhawknc.gov)



## Town Manager Message

As we step into the New Year, it's a wonderful time to celebrate our achievements from the past year, and we look forward to the exciting projects and opportunities that lie ahead. 2024 has shown us the remarkable support of our council and community, as well as the hard work of our Town team.

In 2024, we created a mission and vision statement for our Town, along with a set of core values that guide us, represented by the acronym TIDES—Teamwork, Integrity, Dedication, Engagement, and Service. Our aim is to live by these values in all of our actions.

We are dedicated to our mission of caring for both our community members and visitors. This past year has been particularly busy and productive for us. Here are some key highlights:

We celebrated the retirements of several long-serving employees whose hard work is appreciated and welcomed new team members who bring fresh ideas and energy. We examined our staffing structure, re-allocated positions and started a succession plan for our Building Inspector's retirement. We made staff safety a priority by enhancing security measures.

This year, we hosted more community events than ever before, which helped strengthen our connections and create memorable experiences. Additionally, we organized more team-building activities and training sessions to support our staff's growth and satisfaction at work.

To make things easier for contractors and residents, we introduced new systems to improve our operations and communication, especially regarding the permitting process.

Our Fire and Public Works team took an unused building and transformed it into new housing for seasonal Ocean Rescue staff, which was much needed. We also kicked off the long-awaited renovation of our police station, which will help enhance public safety and provide essential resources for our officers. The construction is on track and is expected to be completed in 2025.

Moreover, our recreation committee is developing a new walking trail around Town Hall, and we are collaborating with NCDOT to create a multi-use path that will connect Cypress Knee to the Kill Devil Hills border.

As we look ahead to 2025, we remain hopeful and committed to building a vibrant, engaged community. With many exciting projects on the horizon, there's no limit to what we can achieve together.

Thank you for being a part of our journey. Here's to another year of growth and success!

Sincerely,

*Melody C. Clapton*

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# Town Calendar

**Town Council Meeting**

Monday, January 6, 2025 at 6:00 pm

**Planning Board Meeting**

Thursday, January 16, 2025 at 6:00 pm

**MLK Holiday- Admin Offices Closed**

Monday, January 20, 2025

**Recreation Committee Meeting**

Tuesday, January 28, 2025 at 6:00 pm

**Town Council Meeting**

Monday, February 3, 2025 at 6:00 pm

**Planning Board Meeting**

Thursday, February 13, 2025 at 6:00 pm

**Presidents' Day- Admin Offices Closed**

Monday, February 17, 2025

**Planning Board Meeting (if needed)**

Thursday, February 27, 2025 at 6:00 pm

**Town Council Meeting**

Monday, March 3, 2025 at 6:00 pm

**Sandpiper Cay HOA Meeting**

Saturday, March 8, 2025 at 6:00pm

**Planning Board Meeting**

Thursday, March 13, 2025 at 6:00 pm

**Planning Board Meeting (if needed)**

Thursday, March 27, 2025 at 6:00 pm

# Town News



**Join Outer Banks shipwreck historian and diver Marc Corbett as he unravels the fascinating story behind the Winks Wreck! Learn how the Winks Wreck originated as the SS Mountaineer in England, the events that led to its sinking, and its dramatic recovery, and its final voyage.**

**With the holidays over, CurrentTV shares Christmas tree disposal procedures for natural trees for Kitty Hawk and all surrounding Dare County areas.**



**The Town of Kitty Hawk recently hosted its Annual Holiday Luncheon at the Black Pelican Restaurant where the Police Department’s Employee of the Year and Firefighter of the Year were announced. Please join in congratulating Officer Diego Ramirez and Captain Jeremy Boice!**



# Year End Awards



**Congratulations to 2024 Firefighter of the Year, Captain Jeremy Boice! We are proud to honor Captain Boice for his dedication, bravery, and commitment to protecting our community.**

**Congratulations to 2024 Police Department Employee of the Year, Officer Diego Ramirez! The Town of Kitty Hawk commends his exceptional service and commitment to keeping our community safe.**



**"The Triumphant" Award: A special shout out to Officer Corey Morris for demonstrating outstanding skill and precision in the line of duty.**

**Recognition of Appreciation: Thank you to Administrative Services Director Laura Walker for her invaluable support in recruiting and hiring our incredible police force.**



# NEW FACES & PROMOTIONS



**Please join us in welcoming to the new hires at Kitty Hawk Police Department!**

**Left to right: Ryan Lowry, Matthew Newton, Charles Bailey, Jack Frisoli and Jesus Reyes.**



**Monday, January 6, 2025, Officer Ben Elko was sworn in by Mayor Craig Garriss as Kitty Hawk Police Department's newest officer. Please join in congratulating and welcoming Officer Elko!**

# From the Finance Department Dare County Revaluation



Dare County's last county-wide property revaluation took effect on January 1, 2020. The following appraisal will occur in January 2025, resulting in a new property value every five years. Properties must be valued at their fair market price, defined as the price agreed upon by a knowledgeable buyer and seller.

The goal of a county-wide revaluation is to create greater uniformity and consistency in the property tax assessments of thousands of properties by readjusting appraised values to reflect fair market value and redistributing the burden of ad valorem taxes fairly and equitably among property owners.

In order to accomplish this in a cost-effective, timely, and accurate manner, it is necessary to use mass appraisal methods that analyze properties grouped by similar market influences and characteristics.

Regular property evaluations ensure that homeowners pay their fair share of taxes. This helps support essential public services like fire protection, law enforcement and community services.

For more information including timeline and frequently asked questions, visit:  
<https://www.darenc.gov/departments/tax-department/2025-revaluation>.



# Kitty Hawk Public Works Department

## Recycling Center Guide: Items Accepted

- Aluminum cans: beverage only, no pet food cans. Crushing is optional.
- Anti-freeze/Coolant: From residential sources only.
- Batteries: Lead-acid automotive, marine, mower and all other vehicle and rechargeable batteries and single use batteries.
- Bulky items: Construction and demolition debris from Kitty Hawk residents only! Furniture, scrap lumber, siding, carpet, etc. (More than 1/2 pick-up load will be directed to Dare County Landfill in Manns Harbor.
- Cardboard: Corrugated cardboard only. Must be dry, flattened and all packing materials removed. No waxed, wet or dirty boxes allowed.
- Electronics: All electronic devices and computer monitors.
- Glass: All colors of glass bottles and jars, porcelain, ceramic, plates, mirrors, window glass, crystal and bake ware. (Please keep glass separate from other recyclables.)
- Light bulbs: Compact fluorescent and fluorescent tubular.
- Mattresses and box springs: Limited to one set per week.
- Pallets: Limit of five per month.
- Paper: Newspaper, copy paper, mail, food boxes, shoe boxes, (NO pizza boxes) magazines, catalogs, phone books, paper bags. Please put paper items in a paper bag for easier stacking in bins.
- Plastics, ALL: #1-7 soda, water, juice bottles. Translucent milk, water, tea jugs, colored laundry detergent containers, toiletry containers, etc. Remove lids and rinse.
- Scrap metals & appliances: Stoves, washers, water heaters, air conditioners, refrigerators, pipe, siding, tools, lawn mowers, etc. Do not crush appliances that contain Freon, drain all fluid reservoirs and tanks.
- Steel cans: Including pet food cans. Must be rinsed, label may stay on.
- Tires: Tires must be removed from the rims. From residential sources only. Maximum of four tires per visit.
- Used motor oil: From residential sources only. Bring your used oil filter too. Maximum of five gallons per visit.
- Waste gasoline & 2-cycle gas: From residential sources only. Maximum five gallons per visit. Attendant will assist with drop off.



Residents of Southern Shores and Duck may obtain a temporary permit to use the Kitty Hawk Recycle Center from their perspective Town Hall for a fee. Martins Point residents can obtain a temporary permit at Kitty Hawk Town Hall for a fee. Limit of 1/2 pick-up load.

# Kitty Hawk Public Works Department

## Recycling Center Guide: Items NOT Accepted

### Items NOT ACCEPTED:

- **Brush, leaves, lawn clippings:** Must be taken to the Dare County Landfill or Dare County Public Works or burned (permit required)
- **Chemicals:** Contact manufacturer.
- **Commercial debris:** Must be taken to the Dare County Landfill in Manns Harbor.
- **Concrete**
- **Cooking oil**
- **Hazardous materials**
- **Hot tubs & covers:** Must be taken to the Dare County Landfill in Manns Harbor.
- **Paint:** Dry out and dispose in regular household garbage.
- **Regular household garbage**
- **Shingles**
- **Styrofoam:** Dispose in regular household garbage.

The Town provides a limb/brush pick-service twice a year in the Spring and Fall. Refer to the Town website at [www.kittyhawknc.gov](http://www.kittyhawknc.gov) for dates and information.

Large item pick-up is conducted by the Town four times a year: February, May, September, and November. Click the following link for guidelines and the pick up form: [bit.ly/4fMLfus](http://bit.ly/4fMLfus).

Dare County provides garbage collection for the Town of Kitty Hawk. Pick-up days are Monday and Thursday. An additional Saturday pick-up is added to the area east of the bypass from Memorial Day to Labor Day. For any concerns with garbage collection please contact Dare County at 252-475-5895.

Note: Holidays may change your regular trash pick-up days. You can find more information by going to the Dare County website at [www.darenc.com](http://www.darenc.com) and clicking the Public Works link.

Please contact the Kitty Hawk Fire Department at 252-261-2666 for a burn permit for yard trimmings and leaves.

If you are interested in curb side recycling at your residence, please contact Outer Banks Hauling at 252-491-5105. Curb side recycling is available through OBH for a fee.



# Kitty Hawk Public Works Department

## Residential Trash Receptacles

Many residential trash receptacles within the Town are in need repair or replacement. This includes missing or broken lids, missing, broken, or rusted wheels and axles, or a broken or cracked receptacle itself. Receptacles in disrepair allow trash to escape the can causing unsightly litter. Receptacles also tip over more easily if the wheels are missing or damaged. If receptacles fall over, sanitation truck drivers are not required to stand them up for dumping, thus the receptacle is not dumped, and trash is left along the roadway. Also, when receptacles do not roll properly some receptacles will not be rolled the can back to the house as required.

We ask all residents to check your cans for damage or disrepair and replace or repair as needed. Depending on the age of the trash can, there may be parts that can purchased for repair. Contact with Dare County Public Works to determine if the receptacle can be repaired, or if a new can needs to be purchased. Cost for parts vary. The serial number from the can will be helpful in determining if replacement parts are available.

Town residents and owners may purchase a new trash receptacle through the Dare County Sanitation Department. Receptacles can be picked up at 1018 Driftwood Drive, Manteo, NC, or delivered to the home. Please call 252.475.5880 or 252.475.5881 for more details about repairing or replacing a trash receptacle.

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# Kitty Hawk Public Works Department

## Residential Trash Receptacles

Rental property owners are also asked to ensure you have enough receptacles to handle the amount of trash that is generated by your rental property. If you do not have enough receptacles, please acquire additional receptacles to accommodate the trash generated by the home.



Please remember that any trash receptacles in the Beach Zoned areas must be moved out of the street right-of-way and placed under or beside the residence or primary building on the property by sunset following each collection by the owner or occupant of the property.

We appreciate your cooperation as we work together to keep Kitty Hawk clean and litter-free as possible.

For any specific questions, please contact Public Works at 252-261-1367 or email: [wmidgett@kittyhawktown.net](mailto:wmidgett@kittyhawktown.net).

Link to Town Code: <https://bit.ly/3W9F8sZ>

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# KITTY HAWK POLICE DEPARTMENT

*Policing in Paradise!*

## Sergeant Tyler Kouskouris name Officer of the Quarter

Kitty Hawk Police Department is proud to recognize Sergeant Tyler Kouskouris for earning Officer of the Quarter for Q4 of 2024! We thank him for his exemplary service to our community and the Town of Kitty Hawk. Criteria for consideration includes productivity, leadership, community engagement, customer service and involvement. The leadership team collectively agreed that Sergeant Kouskouris demonstrated excellence in all five criteria.



# Kitty Hawk Police Department

*Policing in Paradise!*



The new Kitty Hawk Police Department building continues to progress on schedule. Construction crews have completed framing of the new addition, siding, and window replacement. Lights for the soffits are being installed and the metal roofing will begin the second week of January.



On the interior, mechanical, plumbing and electrical rough in is ongoing until the end of January. Following rough in, drywall will begin. The furniture and fixtures package has been selected. It is exciting to see this building transform daily!

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# KITTY HAWK FIRE RESCUE

## Heating Safety

There is something about the winter months and curling up with a good book by the fireplace. But did you know that heating equipment is one of the leading causes of home fire deaths? With a few simple safety tips and precautions you can prevent most heating fires from happening.

### BE WARM AND SAFE THIS WINTER!

- Keep anything that can burn at least three-feet (one metre) away from heating equipment, like the furnace, fireplace, wood stove, or portable space heater.
- Have a three-foot (one metre) "kid-free zone" around open fires and space heaters.
- Never use your oven to heat your home.
- Have a qualified professional install stationary space heating equipment, water heaters or central heating equipment according to the local codes and manufacturer's instructions.
- Have heating equipment and chimneys cleaned and inspected every year by a qualified professional.
- Remember to turn portable heaters off when leaving the room or going to bed.
- Always use the right kind of fuel, specified by the manufacturer, for fuel burning space heaters.
- Make sure the fireplace has a sturdy screen to stop sparks from flying into the room. Ashes should be cool before putting them in a metal container. Keep the container a safe distance away from your home.
- Test smoke alarms at least once a month.



## Heating Equipment Smarts

**Install** wood burning stoves following manufacturer's instructions or have a professional do the installation. All fuel-burning equipment should be vented to the outside to avoid carbon monoxide (CO) poisoning.

**Install** and maintain CO alarms to avoid the risk of CO poisoning. If you **smell** gas in your gas heater, do not light the appliance. Leave the home immediately and call your local fire department or gas company.



### FACT

Half of home heating fires are reported during the months of **December, January, and February.**



**NATIONAL FIRE  
PROTECTION ASSOCIATION**  
The leading information and knowledge resource  
on fire, electrical and related hazards

# KITTY HAWK FIRE RESCUE

## Clothes Dryer Safety

Doing laundry is most likely part of your every day routine. But did you know how important taking care of your clothes dryer is to the safety of your home? With a few simple safety tips you can help prevent a clothes dryer fire.

- Have your dryer installed and serviced by a professional.
- Do not use the dryer without a lint filter.
- Make sure you clean the lint filter before or after each load of laundry. Remove lint that has collected around the drum.
- Rigid or flexible metal venting material should be used to sustain proper air flow and drying time.
- Make sure the air exhaust vent pipe is not restricted and the outdoor vent flap will open when the dryer is operating. Once a year, or more often if you notice that it is taking longer than normal for your clothes to dry, clean lint out of the vent pipe or have a dryer lint removal service do it for you.
- Keep dryers in good working order. Gas dryers should be inspected by a qualified professional to make sure that the gas line and connection are intact and free of leaks.
- Make sure the right plug and outlet are used and that the machine is connected properly.
- Follow the manufacturer's operating instructions and don't overload your dryer.
- Turn the dryer off if you leave home or when you go to bed.

## AND DON'T FORGET...

Dryers should be properly **grounded**.

Check the **outdoor vent** flap to make sure it is not covered by snow.

Keep the area around your dryer **clear** of things that can burn, like boxes, cleaning supplies and clothing, etc.

Clothes that have come in contact with **flammable substances**, like gasoline, paint thinner, or similar solvents should be laid outside to dry, then can be washed and dried as usual.

## FACT

- ❗ The leading cause of home clothes dryer fires is failure to clean them.



**NATIONAL FIRE PROTECTION ASSOCIATION**

The leading information and knowledge resource on fire, electrical and related hazards

Your Logo

# KITTY HAWK FIRE RESCUE

## The 4 P's of Cold Weather Safety

As we navigate the winter weather season, it's important to remember the four P's of cold weather safety: **People**, **Pets**, **Plants**, and **Pipes**.

**People** should dress warmly in layers and limit time outdoors to avoid potential frostbite and hypothermia, especially children and elderly. Check on neighbors and loved ones who may need extra help. **Pets** should be brought indoors during freezing temperatures and outdoor animals provided adequate shelter from wind and precipitation as well as access to unfrozen water. Protect **Plants** by bringing potted ones inside and covering outdoor plants to shield them from frost. **Pipes** can freeze and burst in cold weather, so insulate them and let faucets drip during extreme cold.



## Winter Weather Safety

### Protect the 4 P's!

- **People**
  - Keep warm, stay inside if possible
  - Dress in layers; wear hats, gloves & an appropriate coat
- **Pets**
  - Bring pets inside, move other animals to sheltered areas
  - Keep adequate food & water available
- **Pipes**
  - Disconnect outdoor hoses, drain & store in protected area
  - Wrap exposed faucets & pipes
- **Plants**
  - Bring potted plants inside or store in a garage near an interior wall to provide extra warmth & wind protection

# IMPORTANT REMINDERS

## Follow us on Facebook!

The Town of Kitty Hawk has launched its official Facebook page! Follow us to stay connected to the latest community news, events and meeting announcements.

*Click Here*



Receiving warnings for dangerous weather events can save your life. OBXAlerts is a platform through which you can register for alerts and notifications from Dare County and the towns of Duck, Southern Shores, Kitty Hawk, Kill Devil Hills, Nags Head and Manteo.



**LOVE THE BEACH  
RESPECT THE OCEAN**

**To receive beach-related weather alerts from the National Weather Service and text alerts from Outer Banks ocean rescue services...**

**Text "OBXBeachConditions" to 77295**

# Kitty Hawk Town Council & Leadership

Mayor, Craig Garriss	252-261-4922	cgarriss@kittyhawktown.net
Mayor Pro Tempore, Jeff Pruitt	252-207-9055	jpruitt@kittyhawktown.net
Councilman, Dylan Tillett	252-202-3802	dylan.tillett@kittyhawktown.net
Councilman, David Hines	252-573-9547	david.hines@kittyhawktown.net
Councilwoman, Charlotte Walker	321-446-3744	charlotte.walker@kittyhawktown.net
Town Attorney, Casey C Varnell	252-261-2126	varnell@ncobxlaw.com
Town Manager, Melody C Clopton	252-261-3552	mclopton@kittyhawktown.net
PIO/Town Clerk, Lauren Garrett	252-261-3552	lauren.garrett@kittyhawktown.net

*The Town of Kitty Hawk's newsletter is sent via email to anyone who would like to receive it. Hard copies are available at Town Hall. The newsletter does not present or represent opinions of the Town Council.*

**For the Town's current Trash Schedule and latest updates, click here:**  
<https://bit.ly/4fMLfus>

**Don't forget about our Recycling Center located at  
 4190 Bob Perry Road!**

