



Minutes  
**KITTY HAWK TOWN COUNCIL**  
Monday, January 6, 2025  
Kitty Hawk Town Hall, Smith Room  
6:00 PM

1. **Call to Order**
2. **Moment of Silence/Pledge of Allegiance**
3. **Approval of Agenda**
4. **Staff Introductions- Police Department new hires- lateral hires Ryan Lowry and Matthew Newton, recruits Charles Bailey, Jack Frisoli, Jesus Reyes. Announcement of swearing in of Ben Elko.**
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. **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 December 2, 2024, Regular Session Council Minutes** – Approval of the consent agenda will approve these minutes.
  - b) Budget Amendment #6- Donation to Fire and Police Department
  - c) Budget Amendment #7- Donation to the Police Department
  - d) Budget Amendment #8- Interfund Transfer from Reserve to the General Fund
  - e) Budget Amendment #9- Capital Project Fund 41 Police Station Furniture
  - f) Budget Amendment #10- General Fund Balance Appropriation
  - g) Budget Amendment #11- Donation to the Police Department
  - h) Amendment to the Fund 41 Capital Project Ordinance Remodeling Building at 5200 N Croatan Hwy
7. **Items Removed from Consent Agenda:**
8. **New Business:**
  - a. **Appointment of Board of Adjustment Members**
9. **Reports/General Comments from Town Manager**
10. **Reports/General Comments from Town Attorney**
11. **Reports/General Comments from Town Council**



**12. Closed Session-** N.C.G.S. § 143-318.11(a)(3) to consult with the town attorney regarding matters protected within the attorney-client privilege and to preserve that privilege; and as allowed by N.C.G.S. § 143-318.11(a)(6) to discuss one or more confidential Board of Adjustment matters.

**13. 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, Finance Officer Liliana Noble, Police Chief Mike Palkovics, Chief Mike Talley, Planning Director Rob Testerman, Public Information Officer/Town Clerk, Lauren Garrett

- 1. Call to Order**
- 2. Moment of Silence/Pledge of Allegiance**

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

**3. Approval of Agenda**

**Hines:** So, moved.

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

**Tillett:** Second.

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

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you, Council. Chief Palkovics, you have some new department members to introduce.

**4. Staff Introduction**

**Chief Palkovics:** Good evening, Mr. Mayor and Council, it is my honor and pleasure to introduce four of our five new officers that have recently started with us on December 23<sup>rd</sup>. If you all would come up, please. I wish I had a better biography written up, but this was the last minute since these gentlemen were able to make it here tonight. I'm going to say very little but let them tell you about themselves. First, I would like to introduce Jack Frisoli. Jack comes to us from Northern Virginia, he is new to law enforcement, he'll be going through the full basic law enforcement training. Next to him is Jesus Reyes, who is from Kill Devil Hills via California. He too will be going through basic law enforcement training. Charles Bailey could not make it here tonight; he is from Elizabeth City, and he will also be going through BLET with these gentlemen. Matt Newton comes to us from Northern Virginia, from the Fredericksburg area. He worked with Prince William Police Department for nearly 10 years and then Hanover County for 4 years. Next to me is Ryan Lowry. Ryan comes to us from Louisa, Virginia having worked most recently in Charlottesville Police Department and Sherrif's Office. I can't tell you how excited we are to have them join our team. This brings us up to full complement once we have them all trained. We are really looking forward to them being a part of the team, hitting the road and serving the public. I will let each of them tell you a little about themselves.



**Frisoli, Jack:** I'm Jack, I was 23 years old when I started my first job in law enforcement. I'm super excited to be here, I love the beach and everyone in the department has been super nice. The Town is very involved and I'm happy to be here.

**Reyes, Jesus:** My name is Jesus, I'm 36 years old and as Chief said I'm originally from California. I moved to Kill Devil Hills about a year and a half ago. I'm very excited about this opportunity to work for the Town, thank you.

**Newton, Matthew:** I'm Matthew Newton, I'm 34 years old. I came here from the Stafford, Virginia area with my wife and three kids. My wife wanted a better life for our children, better school systems, so we moved. We bought a house back in October and moved in on Christmas Day. I'm looking forward to working with this department, so far have nothing but nice things to say.

**Chief Palkovics:** Fun fact about Matt, he came to us on a recommendation from our former Sergeant Travis Harden, having worked with Travis in Prince William for several years. One of the things that Matt brings is that he was a detective in Hanover, so he has that experience as well.

**Lowry, Ryan:** I'm Ryan Lowry, I'm 28 years old. I come from Virginia, and it's an honor to be here. I enjoy hunting, fishing, and farming. Thank you.

**Chief Palkovics:** Again, we're excited to have them. We'll introduce Charles Bailey at the next meeting if possible. Welcome gentlemen, thank you for joining us.

**Garriss:** If you're wondering why two of them are wearing sweatsuits, BLET started today, and they had their first physical training assessment this afternoon. I know what time you finished and know you made a beeline to come here to be with us tonight so thank you very much. We're so glad to have you here.

**Chief Palkovics:** We had a swearing in for one of our new officers, and it's great that they were able to get out of class and be here for the swearing in, hence the reason for their attire. Their presence is much more important than what they are wearing.

**Garriss:** Yes sir, thank you, Chief. Lauren, do we have anyone signed up for Public Comment?

## 5. Public Comment

**Garrett, Lauren:** Yes, sir, Ralph Buxton has signed up to speak at Public Comment.

**Garriss:** Thank you, come on up, sir.

**Buxton, Ralph:** Good evening, Mr. Mayor and Council, and happy New Year. My name is Ralph Buxton, last time I was here talking to you about the 150<sup>th</sup> anniversary of the Lifesaving Service on the Outer Banks and we had a successful event in October. Thank you very much for your support for that event. Tonight, this is the anniversary, as of January 4<sup>th</sup>, the anniversary of the Signal Corps at the Kitty Hawk Lifesaving Station. It was January 4, 1875, that the Signal Corps of the US Army sent an attachment here to Kitty Hawk. They were housed and operated from the Kitty Hawk Lifesaving Station and there they manned and operated the telegraph service. They also collected weather information, the telegraph service of course connected all the way to Cape Hatteras lighthouse and up to Cape Henry. All the Lifesaving Stations in between were connected, and weather information could then be collected and sent to Washington where it was used to make forecasts and send warnings out to ships at sea, or weather information in general to farmers and the public. We all know how important it is to know what the weather is doing so that was a great stride forward. It brought the outside world to Kitty Hawk and as time went along by 1890 the Signal Corps turned over that service to the US Weather Bureau which was set up specifically more for civilian operation and we all know about the Wright



brothers contacting that weather station that was by that point a separate building next to the Lifesaving service on the beach here in Kitty Hawk. JJ Doshier was the chief then; he wrote them back and said that this was a great place for them to do their experiments. Subsequently, they did come down in October of 1900 and camped just outside of town for the first year to survey the area. While they were here, they took many pictures and they had good equipment, many of those pictures survived and others were unfortunately lost in a flood back in Dayton, Ohio but from one of those pictures I had made a close up of the Kitty Hawk Lifesaving Station and the Weather Bureau from up the hill. They digitally enhanced and colorized this picture. I love the view, and I love the surf break here. I would like to present this to the Town in appreciation for your support and to encourage you to continue to celebrate the culture and history, and heritage we have here in Kitty Hawk. Thank you.

**Garriss:** Thank you so much, Mr. Buxton. Lauren, has anyone else signed up to speak at Public Comment?

**Garrett, Lauren:** No, sir.

**Garriss:** Is there anyone else who would like to speak tonight during Public Comment? Okay, Lauren, let the record show that no one else chose to speak at Public Comment. Okay, we had no items removed from the Consent Agenda.

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

**Clopton, Melody:** We need to approve the Consent Agenda.

**Garriss:** I'm sorry, can I get a motion to approve tonight's Consent Agenda?

#### **6. Consent Agenda**

**Pruitt:** So, moved, Mr. Mayor.

**Garriss:** Thank you, Jeff. Second?

**Hines:** Second.

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

**All Council:** Aye.

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

**Hines:** Do we need to move up the alternate members first?

#### **8. New Business:**

##### **a. Appointment of Board of Adjustment Members**

**Garriss:** We need to do that first, so we then have alternate positions to backfill. We have two full-time regular positions open and two alternate members who have expressed a desire to move up if the Council so desires. Do I have a motion?

**Hines:** I make a motion to move up Kip Tabb and Bill Yetzer to full-time members.

**Garriss:** Okay, we have a motion. Any more names or nominations? Do I have a second to David's motion?

**Pruitt:** I will second that.



**Garriss:** Second by Jeff, any further discussion? All in favor, say “aye”.

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you. Can we make those notifications tomorrow, Lauren, to Kip and Bill Yetzer? Thank you both for volunteering. Now, we have those two alternate positions open. Open for nominations.

**Walker, Charlotte:** I make a motion to appoint Fran Dunn as an alternate member of the Board of Adjustment. I spent a good bit of time interviewing and talking with her and she’ll be a good candidate for an alternate.

**Garriss:** Fran Dunn. Any more names?

**Hines:** Yes, I move to nominate Justin Langley as an alternate member to the Board of Adjustment.

**Garriss:** Okay, any more nominations?

**Tillett:** Mr. Mayor, I would like to nominate Mark Perry as an alternate member of the Board of Adjustment. He’s demonstrated a lot of passion for the Town and a lot of dedication.

**Garriss:** Any more names? This is a good problem to have, all three are great people. I’m going to tell you that I do not like late applications coming in. I do not like it. We’re given names, we’re given a list, each Council member in their packet, so we have time to think about and study over it. I do not like to come to this meeting and have other names appear.

**Hines:** I will take responsibility for that.

**Garriss:** I think you said you had some email problems.

**Hines:** I did but I take responsibility for that.

**Garriss:** Our cut off time is 2:30, correct, Lauren?

**Garrett, Lauren:** Yes, sir.

**Garriss:** So, I think that one is good. But I don’t like late things coming in before a meeting, that’s my opinion.

**Walker, Charlotte:** I would like to second Mark Perry, please.

**Garriss:** We have a motion and a second for Mark Perry. Do I have a second for Fran Dunn or Justin Langley?

**Pruitt:** Mr. Mayor, I make a second for Justin Langley.

**Garriss:** Do we have a second for Fran Dunn? It looks like we have two names here to vote on, Mark Perry and Justin Langley, correct? We’ve got a motion and a second for both.

**Varnell, Casey:** That’s a valid way to do it, there’s several different ways but that is fine. It’s been narrowed down, and one candidate did not get a second so there are only two names at this point.

**Garriss:** I figured that would be the best way under the circumstances. We have a motion and a second for Justin Langley and a motion and a second for Mark Perry. All in favor, say “aye”.

**All Council:** Aye.

**Garriss:** All opposed? None. Thank you, Council. If we could notify Mark Perry and Justin Langley. Two very good candidates, so is Ms. Dunn. Thank you, Council. We always welcome new volunteers and people who want to come serve on board. Okay, report from the Town Manager.



#### 9. Reports/General Comments from Town Manager

**Clopton, Melody:** I don't have a whole lot this evening, we did have our bi-weekly meeting at the police department building. Things are moving along; everything is on schedule and on budget. They have installed all the window frames and glass. They are working on getting the siding installed if you haven't noticed and it looks very nice. They have received the lights for the soffits and those will be installed starting this week and next, then they will complete the siding. On the inside they are still doing the electrical and mechanical work, that will probably go on for two more weeks. Once that is done, they will move on to drywall. The cupola areas that will have the accent metal roof, that should begin next week. We are making progress and moving along. We're excited. That's all I have.

**Garriss:** Thank you, Melody. Great job. Town attorney, Casey?

#### 10. Reports/General Comments from Town Attorney

**Varnell, Casey:** Mr. Mayor, I have nothing. Happy New Year, guys.

**Garriss:** Thank you, Casey. Happy New Year. Town Council, David?

#### 11. Reports/General Comments from Town Council

**Hines:** I want to thank the new recruits for stepping up. I'm looking forward to having a complete police force on hand. It's going to take some time, but we are happy to see them here. Happy New Year, looking forward to 2025. Police department being done on time and on budget. Maybe under budget which would be even better. Thank you, Melody. Thank you for staying on top of it, I know you're working hard on it.

**Garriss:** Thank you. Dylan?

**Tillett:** I echo that, welcome Jack, Jesus, Matthew, Ryan, Ben and Charles. We appreciate all your efforts and happy New Year.

**Garriss:** Thank you, Dylan. I hate to be all about the police department but our staff during the holidays really did a great job. It was a distinct honor at 5 o'clock today to swear in Officer Ben Elko. He had a huge family turn out, it was great and very emotional. The police officers that have joined our force. A big thank you, we all know about the whale that was on the beach, me and about 300 other people showed up to see the whale. To look at and smell the whale. Officer Drew Weston was out there all day long, he was answering questions from the public. He walked off when I left and dealt with a parking violation because people were parked everywhere blocking traffic. He was awesome. I went up and thanked him and he said he was having a ball. He's a great officer. Thank you to him. Thanks to all our staff, 2025 is going to be a big year. Jeff?

**Pruitt:** I wanted to thank everyone who participated in the holiday festivities around the Town, the police department and Charlotte, everybody who made that a great event. I was able to watch the parade go by and watch all the helpers. It's nice of everyone to pitch in and it's a really nice example of the Town and how we all stick together. It's nice to let our guard down and have a little fun.



**Walker, Charlotte:** Jeff, I hope you got everything you asked for at Christmas. It was such a joy to be a part of that and I was Mrs. Santa Claus. I got a lot of requests for kittens and puppies and brothers and sisters. I don't know if any of them got those things or not, but I had many requests. A lot of fun.

**Garriss:** Thank you, Charlotte. Folks, we're getting ready to go into Closed Session. I'll have to ask everyone here tonight to leave the premises. Thank you so much for coming, I think this has been one of our shortest regular session meetings in a long time. Thank you all for coming.

**12. Closed Session-** N.C.G.S. § 143-318.11(a)(3) to consult with the town attorney regarding matters protected within the attorney-client privilege and to preserve that privilege; and as allowed by N.C.G.S. § 143-318.11(a)(6) to discuss one or more confidential Board of Adjustment matters.

**Garriss:** For the record, Town Attorney, can you please provide a synopsis of the Closed Session.

**Varnell, Casey:** Mr. Mayor, Council Closed Session to consult with the town attorney regarding matters protected within the attorney-client privilege and to preserve that privilege; and to discuss confidential Board of Adjustment matters.

**Garriss:** Thank you, Casey. Anything else, Council? If not, I will entertain a motion to adjourn.

**Hines:** So, moved.

**Garriss:** Motion made by David. Second?

**Tillett:** Second.

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

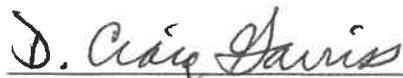
**All Council:** Aye.

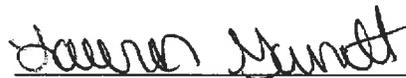
**Garriss:** Thank you, we are adjourned.

### 13. Adjourn

Adjourned at 6:53 pm.

The Minutes of the January 6, 2025, Kitty Hawk Town Council Meeting are approved at the February 3, 2025, Kitty Hawk Town Council Meeting.

  
D. Craig Garriss, Mayor

  
Lauren Garrett, Town Clerk

