

**Minutes of the Monday, July 12, 2021 regular meeting of the Kill Devil Hills Board of Commissioners held at 6:00 p.m. in the Meeting Room at the Administration Building, 102 Town Hall Drive, off Colington Road.**

**Members Present:** Mayor Ben Sproul; Commissioners Terry Gray, Ivy Ingram, B.J. McAvoy and John Windley

**Members Absent:** None

**Others Present:** Debora P. Diaz, Town Manager; Casey Varnell, Town Attorney; Cameron Ray, Assistant Planning Director; Mary E. Quidley, Town Clerk

**Call to Order**

At 6:05 p.m., Mayor Sproul called this meeting of the Kill Devil Hills Board of Commissioners to order and welcomed all present.

**Pledge of Allegiance and Moment of Silence**

During the Moment of Silence, Mayor Sproul asked everyone to keep mind those persons less fortunate, who may be suffering, or who may have recently lost a loved one, in their thoughts this evening.

**Agenda Approval**

On motion by Commissioner Windley, seconded by Commissioner McAvoy, the agenda for this meeting was approved by unanimous, 5-0, vote.

**Public Comment**

**Response to Public Comment**

**Introductions and Presentations**

A copy of the Mayor's comments for Mr. Froehlich and the Almonys is included with the record of this meeting.

## 1. Recognition of service to Kill Devil Hills

Mayor Sproul and the Board of Commissioners recognized the important and lasting contributions to our community made by Jerry Froehlich and James “Chip” and Colleen Almoney and who all have played an integral part in advisory and volunteer operations of the Town and service to its citizens.

### A. Jerry Froehlich

Mr. Froehlich graciously accepted a commemorative gift from the Town and thanked the Board and some special friends who he worked with along the way, particularly former Commissioner Mike Hogan, and former Planning Board Chair Howard Kimble. His service with and for the Town meant a great deal to him, Mr. Froehlich said.

### B. James and Colleen Almoney

Mrs. Almoney accepted the Town’s commemorative gift on behalf of herself and her husband. She expressed kind thoughts about Town Staff and how helpful and pleasurable they have been to work with during the years they have resided in Town. She recognized the BOC and expressed appreciation for the work they do to make Kill Devil Hills such a nice place to live.

## Old Business

## New Business

### 1. Appointments

All applications on file from persons interested in serving in either capacity have been previously copied to the Board of Commissioners and no new applications for those purposes have been received. Appointment histories are included with this memorandum.

#### A. Historic Landmarks Commission (Attached NB-1A)

T. Dillon Heikens’ and Andy Harrell’s terms on the Historic Landmarks Commission expire August 2021. Both members have expressed a desire for reappointment. Commissioner Gray made a motion for the Board to reappoint T. Dillon Heikens and Andy Harrell to the Historic Landmarks Commission, each for a three-year term to expire in August 2024. Commissioner Windley seconded that motion and approval was unanimous, 5-0.

## Committee Reports

- Community Appearance Commission. Chair Sue Kelly explained that the CAC is on hiatus for July and August due to the very busy summer months. She also reviewed the criteria that will be used by the group during the selection process for the Community Appearance Awards. A copy of the CAC's Community Appearance Award criteria and procedures is included with record of this meeting.
- Commissioner Gray suggested Assistant Planning Director Cameron Ray give an update on the progress at Meekins Field's recreation rehabilitation project. Mr. Ray explained that The Meekins Field project continues to make good progress. Currently Phase 1 is under construction and includes site work for both parking lots, sidewalks, rough grading, underground utilities, etc.; the contractor is on schedule.

## Commissioners Agenda

### Mayor's Agenda

- Soundside split rail fence. Referring to an old e-mail, Mayor Sproul explained there was a fence on the soundside that needed to be repair and Mr. Ray explained that the fence at the Third Street sound access has been repaired by the Buildings and Grounds Division.

### 1. **Resolution for Receiving Federal Funds under the American Rescue Plan Act (ARP) (Attached MA-1)**

In March 2021, the American Rescue Plan Act (ARP) was signed into law, and provides \$1.9 trillion in COVID-19 relief funding to businesses, individuals, states and localities. As a part of the allocation process, municipalities that qualify will receive funding are required to adopt a resolution committing to comply with the requirements of ARP.

Staff, including members of our Finance Department will oversee the Town's compliance with the ARP requirements if Kill Devil Hills receives the federal monies.

Mayor Sproul recommended approval of this resolution.

Commissioner Ingram made a motion for the Board of Commissioners to approve the Resolution for Receiving Federal Funds under the American Rescue Plan Act (ARP), and Commissioner Windley seconded that motion. Approval was unanimous, 5-0.

### Town Manager's Agenda

The Town Manager reminded about the new Kill Devil Hills' First Flight Market. The town's first community market, First Flight Market, is next Tuesday, July 20<sup>th</sup>, from 10:00 a.m. – 2:00 p.m., at Aviation Park. The market is a community event, which features vendors selling their homegrown, home baked, or handmade items. We will have a full market with around 35

vendors participating each Tuesday. In addition, for the first market, attendees will be served complementary hamburgers and hotdogs.

### **Town Attorney's Agenda**

### **Consent Agenda**

**1. Minutes (Attached CA-1A)**

A. June 23, 2021 BOC meeting

**2. Monthly report (Attached CA-2A)**

A. May 2021

**3. Budget amendment (Attached CA-3A)**

A. #1 – to appropriate grant funds and fund balance to be used for the Moor Shores soundside access and Meekins Field improvements.

Staff recommended approval of the Consent Agenda as presented.

Commissioner Gray made a motion for the BOC to approve the Consent Agenda for this meeting as presented. Commissioner Ingram seconded that motion and approval was unanimous, 5-0.

### **Public Comment**

### **Response to Public Comment**

**Adjournment**

There being no further business before the Board of Commissioners at this time, Commissioner Windley made a motion to adjourn this meeting. Commissioner Gray seconded that motion and approval was unanimous, 5-0.

It was 6:30 p.m.



Submitted by:

Mary E. Quidley  
Town Clerk

These minutes were approved by the Board of Commissioners on August 9, 2021.

  
Ben Sproul  
Mayor