



**TOWN OF SOUTHERN SHORES**  
**TOWN COUNCIL REGULAR MEETING**

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

[www.southernshores-nc.gov](http://www.southernshores-nc.gov)

**PITTS CENTER**

**Tuesday, July 11, 2023 at 5:30 PM**

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## MINUTES

1 **Call Meeting to Order**

2 Pledge of Allegiance

3 Moment of Silence

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5 **Present**

6 Mayor Elizabeth Morey

7 Mayor pro tem Matt Neal

8 Council Member Leo Holland

9 Council Member Paula Sherlock

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11 **Absent:** Council Member Batenic

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13 **Agenda approval**

14 Motion to approve the agenda as presented: Council Member Holland

15 Second: Council Member Sherlock

16 Vite: 4-0

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18 **Consent Agenda approval**

19 **1. Renewal-Disaster Related Debris Removal Agreement with NCDOT**

20 **2. Town Manager Contract Renewal-3 years**

21 **Motion** to approve the consent agenda as presented: Council Member Sherlock

22 **Second:** Council Member Holland

23 Vote: 4-0

24

25 **Employee Recognition**

26 Mayor Morey recognized Town Clerk Sheila Kane and Sergeant Cooke for their 15 years of service, and Public

27 Works Technician Frankie Powers for 5 years of service with the town.

28

29 **Presentation**

30 Jim Gould representing the OBX Bicycle and Pedestrian Safety Coalition presented a brief presentation

31 summarizing, OBX Bicycle and Pedestrian Safety Coalition is “back on the move” spread their mission, “to help

32 facilitate the education and awareness of practical bicycle and pedestrian safety to drivers, pedestrians, cyclists

33 and all those who live or visit the Outer Banks of North Carolina in a positive and proactive manner.” [copy of

34 presentation is attached]

35 Mayor Morey stated in the same area of pedestrian bicycle safety, the town is in in the process of supporting an

36 educational video for pedestrian crosswalk safety. The town is also going to pursue grant funding for upgrading

37 all of the pedestrian crosswalks on NC-12, in terms of safety.

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40 **Staff Report**

41 **Planning Director/ Deputy Town Manager** Wes Haskett presented the permit reports for the month of May. He  
42 also reported the following updates:

43 **Land Use Plan Update**-The consultant is still working on the final draft. If it's completed in time, we may  
44 schedule a Special Planning Board meeting by the end of July for the Board to consider the final draft  
45 and possibly make a recommendation to Council. Once a recommendation to Council has  
46 been made, the plan will be sent to the N.C. Division of Coastal Management for its  
47 required review which could take 75 days or longer. Once we've received comments from  
48 DCM, the consultant will revise the plan accordingly and the Planning Board will consider it  
49 again (if needed) and then the Council can hold a public hearing and consider it.

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51 **Planning Board**--The Town Planning Board will hold its regular meeting on July 17th at 5:00 p.m. here in the  
52 Pitts Center. The purpose of the meeting is for the Board to hold a Public Hearing to  
53 consider VA-23-01, a Variance application submitted by Lindsey Lupino to seek relief from  
54 Town Code Section 36-165(8) Table C., Permanent Signage in the Commercial District for the property  
55 located at 5500 N. Croatan Hwy. The Board may also consider TCA-23-02, a Town Code Amendment to  
56 relinquish ETJ over the Martin's Point Commercial properties.

57  
58 **Police Department**-Police Chief David Kole presented the Police Department's report for the month of June.

59 **Fire Department**- Fire Chief Ed Limbacher presented the Police Department's report for the month of June.

60 **Town Manager** Ogburn presented the following operational highlight:

- 61 ○ Quarterly financial update
- 62 ○ Fred Smith signed the contract for the street pavement project and work can start anytime now in  
63 late July or August, the end date on that project is October 13<sup>th</sup>.
- 64 ○ The town will start to implement the usage of a new financial software, ClearGov, enabling clear  
65 transparency of finances that can be posted on the town website.

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67 **Public Comment**-none

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69 **Council Business**

70 Council Member Holland provided the Tourism Board report for April. Occupancy collections were for the month  
71 of April down three percent and the current year to date is down one percent. Meals were up .4 percent and  
72 year to date up 5.6 percent.

73  
74 Council Member Sherlock stated the Albemarle Rural Planning Organization is finally meeting in person in  
75 August. This is a group that sets legislative priorities for the Seven Counties in northeastern North Carolina.

76  
77 Mayor Morey stated the next Council Meeting will be August 1st and would like to recognize Jam Media  
78 Solutions, which is the conglomerate that owns four of the radio stations here in the area, and they are currently  
79 running along with their weekend traffic reports the message that the residents of Southern Shores would like  
80 travelers going north to Duck and Corolla to please stay on NC12 and don't use the neighborhood streets of  
81 Southern Shores. She also stated staff is pursuing getting grant writing assistance from the North Carolina  
82 League of Municipalities and a consultant that another town in Dare County has used to pursue grant funding  
83 for projects such as, storm water mitigation projects and additional walking paths, and grant funding for  
84 upgrading the safety of the pedestrian crosswalks on NC-12.

85  
86 **Closed Session**- pursuant to N.C.G.S. § 143-318.11(a)(3) & N.C.G.S. § 143-318.11(a)(5)

87 **Motion:** Council Member Holland moved to go into closed session pursuant to N.C.G.S. § 143-318.11(a)(3) &  
88 N.C.G.S. § 143-318.11(a)(5)

89 **Second:** Council Member Sherlock

90 **Vote: 4-0**

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**Adjourn**

**Motion:** Council Member Holland moved to adjourn the meeting at 6:40 p.m

**Second:** Council Member Sherlock

**Vote: 4-0**

**ATTEST:**

**Respectfully submitted,**

\_\_\_\_\_  
**A. Elizabeth Morey, Mayor**

\_\_\_\_\_  
**Sheila Kane, Town Clerk**

**The attached documents are incorporated herewith and are hereby made a part of these minutes.**