

**TOWN OF DUCK  
TOWN COUNCIL  
MID-MONTH MEETING  
January 19, 2022**

The Town Council for the Town of Duck convened at the Paul F. Keller Meeting Hall at 1:00 p.m. on Wednesday, January 19, 2022.

COUNCIL MEMBERS PRESENT: Mayor Don Kingston; Mayor Pro Tempore Monica Thibodeau; Councilor Sandy Whitman; and Councilor Tony Schiano.

COUNCIL MEMBERS ABSENT: Councilor Rob Mooney.

OTHERS PRESENT: Town Manager Drew Havens, Director of Community Development Joseph Heard; Police Chief Jeffrey Ackerman; Fire Chief Donna Black; Town Attorney Robert Hobbs; Public Information and Events Director Christian Legner; Finance and Human Resources Administrator Jessica Barnes; Deputy Town Clerk Kristiana Nickens; and Town Clerk Lori Ackerman.

OTHERS ABSENT: None.

Mayor Kingston called the meeting to order at 1:00 p.m. He noted that Councilor Rob Mooney was excused from the meeting.

**DISCUSSION/CONSIDERATION OF ORDINANCE 22-01, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF DUCK, NORTH CAROLINA, AMENDING ORDINANCE 03-03, DECLARING SPEED LIMIT MODIFICATIONS ON NORTH CAROLINA HIGHWAY 12**

Town Manager Drew Havens was recognized to speak. Town Manager Havens stated that Council received a memorandum from him on January 10, 2022 that explained the issue. He stated that a portion of NC 12 was currently posted at 25MPH according to the Town's ordinance as well as the adopted schedule of speed limits by NCDOT when it was actually 35MPH. He added that it needed to be corrected, noting that there was a radar speed sign that will be installed.

Town Manager Havens explained that the issue began when Town staff wanted to verify where the speed limit boundary was and found that the legal boundary was located just south of the Four Seasons subdivision. He pointed out that the first 25MPH sign was located just north of Seabreeze Drive. He stated that the ordinance, if adopted, will correct the error. He noted that NCDOT came out and field verified the area in order to be sure that the signs were in the right place. He added that the ordinance language would match where the signs are located to the south. He stated that NCDOT found that the sign to the north was placed 450 feet too far south. He stated that rather than correcting it via ordinance, NCDOT will move the sign to match what was listed in the ordinance which will expand the 25MPH zone to the north and on the south side it will be

corrected through the ordinance. He pointed out that no one knows where the signs came from or when they appeared. He stated that the sign at Plover Drive was incorrect and has been in place for almost 20 years.

Town Manager Havens recommended that Council adopt the ordinance and then Town staff will send a declaration to NCDOT that the ordinance has been approved by Council and it will become official when NCDOT's board meets and they adopt the change.

Mayor Kingston asked if the new sign will be an additional one to the one that was just beyond the Four Seasons subdivision. Town Manager Havens stated that it will, explaining that staff was responding to concerns from parents regarding the school bus stop as well as some complaints about speeding. He stated that the Police Department have been out there to monitor traffic with school busses because there have been complaints about people passing the stopped school bus.

Councilor Whitman asked if the sign at the north end or south end of Town would be moved. Town Manager Havens stated that both would be moved by 450 feet with the goal being to have people slow down in those areas.

Councilor Schiano moved to adopt Ordinance 22-01 as presented.

Motion carried 4-0.

**DISCUSSION/CONSIDERATION OF RESOLUTION 22-01, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DUCK, NORTH CAROLINA AMENDING RESOLUTION 08-08, DECLARING CERTAIN PROPERTY SURPLUS AND AUTHORIZING THE SALE AT AUCTION OF SAID PROPERTY**

Town Manager Havens stated that the Town's financial policies allow the Town Manager to surplus vehicles if they were being traded in; however, the vehicles listed in the resolution will not be traded in. He explained that, typically, they would go to auction as a municipality can get a better deal than if they were traded in. He noted that because the Town's financial policies do not specifically grant the Town Manager the authority to surplus them, he was asking Council to adopt the resolution.

Town Manager Havens stated that there were three police vehicles that were budgeted as replacements for this year, adding that the new vehicles have already been purchased and were in the process of being upfitted. He added that the fourth vehicle was the GEM, which was a low-speed electric vehicle that was used by the Community Resource Officer in previous years. He stated that he spoke with Town staff about the use of the GEM, and it was found that there was no real use for it anymore.

Town Manager Havens explained that the Town uses GovDeals for its auctions, since it was a site that was primarily used by governments.

Mayor Kingston clarified that the auction was an online one. Town Manager Havens stated that it was.

Mayor Pro Tempore Thibodeau thought when she initially looked at the resolution, she thought it was a correction to the previous resolution to allow the Town Manager not only to trade something in, but to allow items to be auctioned. She clarified that, moving forward, a resolution would be adopted each time. She further clarified that Town Manager Havens didn't think the resolution needed to be changed. She reiterated that she thought the resolution would be corrected so Town Manager Havens would not need to seek permission, adding that she did not object to him asking for permission. Town Manager Havens explained that the reason the policies were written as they were, was because if the Town was to trade vehicles in, it meant that the Town had budgeted for them. He noted that the policy reads that way. He added that it meant that Council already had approved the purchase of the vehicles and they could be traded in. He stated that there were places that give the Town Manager more authority to surplus items, including vehicles, but he did not want that and would rather have Council make that decision.

Councilor Whitman moved to adopt Resolution 22-02 as presented.

Motion carried 4-0.

### **GOALS PLANNING SESSION**

Town Manager Havens stated that what he wanted to end the meeting with were Council's priorities in terms of the next 18 months, including Fiscal Year 2023. He stated that the goal was to find out where Council's minds were in terms of what they wanted accomplished in the near-term. He noted that it was not redoing the 2027 Vision or long-term goals, but what Council wanted to see accomplished in the next 18-month period.

Town Manager Havens stated that Vision 2027 had six unifying principles which would be used during this planning session. He explained that when Council has a goal or idea, it should fit in with one of the unifying principles. He added that if it did not, then there needed to be a way to try to make it fit or have a discussion as to whether or not it was an appropriate goal. He noted that if the goal was not part of the Vision, then there should be an effort not to put it in.

Town Manager Havens stated that the six unifying principles were as follows:

1. Duck and Our Village
2. Enhanced Movability
3. Environmental Stewardship
4. Active, Engaged Community
5. Vibrant, Thriving Business Community
6. Responsive and Responsible Leadership

Town Manager Havens stated that as part of the Vision 2027 process, Council established three-to-five-year goals with most accomplished already. He noted that developing a fiscal plan that sets a tax rate designed to reasonably fund projects and services and reflects the desire for stable or limited tax growth was not totally met since the Town had a tax increase. He added that evaluating outcomes, both qualitatively and quantitatively was a goal that still needed to be met as staff works to get a better handle on performance metrics, set goals internally and then report the goals to Council. He stated that the last goal that has not been met was to complete the long-term plan for the renovation or reconstruction of the Public Safety building. He noted that it was still where it was almost a year ago. He pointed out that he didn't think that Council needed to come up with three-to-five-year goals at this meeting, but more along the lines of 12-to-18-month goals as well as what Council wanted to accomplish and how staff could help with it.

Mayor Kingston pointed out that the unifying principles have been in place for 10 years, which he thought was amazing. He added that the process Council went through was back in 2012. Mayor Pro Tempore Thibodeau pointed out that Council then updated and refined it in 2017.

Town Manager Havens stated that he wasn't sure what he would change or if he would change anything since they were pretty broad, adding that they should be broad. He stated that the goals should be pretty wide in order to fit things into them as well as responding to changing needs that Council hears from the community. He noted that it wasn't a surprise that the principles have survived for as long as they have. He thought the Town was at the time in the cycle of strategic planning that if Council considered it a priority for Fiscal Year 2023, a consultant would be brought in and get the community involved in the visioning process.

Town Manager Havens stated that when he and Council thought of priorities, he was thinking in terms of SMART priorities – Specific, Measured, Achievable, Relevant, Timed. He went on to review the SMART priorities with Council and the audience and then had Council give their goal statements to be reviewed. Afterward, the Council members chose the goal statements that they found to be most important to them, which were as follows:

- Four Council members were in favor of improving stormwater
- Four Council members were in favor of creating a plan to partner with the private sector to enhance business vitality
- Three Council members were in favor of monitoring and understanding the impacts of changing demographics
- Two Council members were strongly for and one Council member was in favor of growing the fund balance and maintaining the tax rate
- One Council member was strongly for Council visibility in policy, i.e., personnel policy and training
- One Council member was strongly for and two Council members were in favor of addressing issues regarding residential waste throughout Town

Town Manager Havens explained that he would tally everything by number of votes for each category and would send to Council in order of votes. He asked Council if any of them were surprised by the outcome. Mayor Kingston stated that he was surprised that three out of four Council members were in favor of monitoring and understanding the impacts of changing demographics. Mayor Pro Tempore Thibodeau agreed, pointing out that she thought it was about understanding the community. She added that she was heartened by the idea that none of the other ideas that weren't chosen would be deleted.

Town Manager Havens stated that during Council's budget discussions, they will be discussing what they feel is important and voting on the items again, adding that this exercise that Council just completed was absent all of the details on how things work and what it would cost.

Councilor Schiano asked if once the items were prioritized, Council would be able to react to them again. Town Manager Havens stated that Council could. Mayor Pro Tempore Thibodeau pointed out that Council would discuss during budget discussions. Town Manager Havens agreed, adding that Town staff will do its best to tie things in that were budgeted and included in the Capital Improvement Plan to the specific goals.

Mayor Pro Tempore Thibodeau thought the Council Retreat will have some dialogue about the goals. Town Manager Havens stated that there would be some discussion related to the Capital Improvement Plan as well as other high-level items such as traffic.

Mayor Kingston asked Town staff for their reaction on the goals. Director of Community Development Joe Heard was recognized to speak. Director Heard thought it was interesting to take the goals and begin to think about the resources that staff will need in order to accomplish some of the items. He stated that Town Manager Havens was basically the liaison where he would take the ideas and priorities that Council has and getting that to staff so they could begin to work on them.

Police Chief Jeffrey Ackerman was recognized to speak. Police Chief Ackerman stated that having an opportunity to hear Council share their priorities was important for staff as they plan.

Fire Chief Donna Black was recognized to speak. Fire Chief Black agreed with Director Heard and Police Chief Ackerman's comments.

Mayor Pro Tempore Thibodeau pointed out that there was already so much on staff's plates, adding that staff gets a lot done. She stated that it was nice to prioritize things but didn't want to overburden staff.

Town Manager Havens stated that the exercise was designed to help staff know what Council was thinking about as well as what was important.

Mayor Kingston thought an interesting surprise was communications because he felt that the Town did a great job at communicating information. He thought the issue was the people receiving the communications. Mayor Pro Tempore Thibodeau agreed.

Councilor Schiano commended staff on the survey that was sent out regarding indoor entertainment. He thought it was an excellent survey, adding that the Town received 220 responses, which was a great response. He stated that Duck was a victim of its own success, adding that, like other resort areas, the Town has a beautiful village with too much traffic and not enough parking, but people keep coming back to visit.


Mayor Kingston thanked Town Manager Havens for the exercise. He noted that the next meeting would be the Regular Meeting on Wednesday, February 2, 2022, at 6:00 p.m.

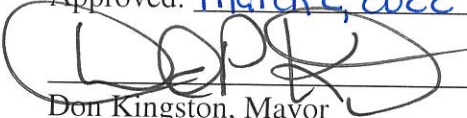
**ADJOURNMENT**

Councilor Whitman moved to adjourn the meeting.

Motion carried 4-0.

The time was 3:25 p.m.

  
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Lori A. Ackerman, Town Clerk

Approved: March 2, 2022  
  
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Don Kingston, Mayor

