

## CHAPTER 2 - GOVERNMENT

### DARE COUNTY GOVERNMENT

County Administrative Offices	954 Marshall C. Collins Dr., Manteo 27954	475-5000
Open weekdays 8:30AM-5:00PM	Mail: P.O. Box 1000, Manteo 27954	<a href="http://www.darenc.com">www.darenc.com</a>

The Board meets monthly (first Mon. at 9AM and the third Mon. at 3PM at 954 Marshall C. Collins Dr., Manteo	Meetings can be seen at 1PM and 7PM, TV Cable 20, on the Mon. & Wed. following the meeting. Meetings can be heard live via the Internet.
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Beach Satellite Office	2601 Croatan Hwy., KDH Mail: P.O. Box 1000, Manteo 27954	Planning Dept., CAMA and dog licenses 475-5871 Fax 449-0207
Hatteras Satellite Office	Administration Building 49815 Hwy.12, Buxton Mail: P.O. Box 859, Buxton 27920	Environmental Health, Planning Dept. and CAMA 475-5878 Fax 995-3601
	Human Services Building 47017 Buxton Back Rd., Buxton 27920	Social Services and Health Dept., dog licenses 995-4404 Fax 995-6816

### COUNTY GOVERNMENT STRUCTURE

Dare County has a county commission-county manager system of government. A seven member Board of Commissioners sets policy and a county manager, appointed by the Commission, executes policy directives. Commissioners are elected to four year terms, some of which expire each even-numbered year. One commissioner is elected "at large," the others represent specific districts in which they must reside. Commissioners are elected by county voters at large. The Board elects a chairperson for a one year term at its organizational meeting in December.
The Board has countywide responsibility for educational funding, libraries, Parks and Recreation, and tax assessment. The Board is the sole governing body for the unincorporated areas of Dare County including Colington, Martin's Point, Manns Harbor, Stumpy Point, East Lake, Wanchese, northern Roanoke Island, and all of Hatteras Island. In these areas, the County is responsible for planning and zoning, solid waste management and law enforcement.

### COUNTY OFFICIALS

Office: 954 Marshall C. Collins Dr., Manteo		Mail: P.O. Box 1000, Manteo 27954
Warren Judge (D) Chair	4016 Ivy Lane, Kitty Hawk 27949 261-8003 (H) 441-2021 (W) Fax 261-9988 (H) <a href="mailto:WarrenJ@darenc.com">WarrenJ@darenc.com</a>	Term ends Dec. 2012 Represents District 3 - Duck, Southern Shores and Kitty Hawk
Allen L. Burrus (D) Vice Chair	PO Box 27, Hatteras 27943 986-2286 (H) 986-2333 (W) Fax 986-2168 (H) <a href="mailto:AllenB@darenc.com">AllenB@darenc.com</a>	Term ends Dec. 2012 Represents District 4 - Rodanthe, Salvo, Waves, Avon, Buxton, Frisco, Hatteras
Max Dutton (D)	2503 Bridge Lane, Nags Head 27959 441-5119 (H) 261-6011 (W) Fax 441-2103 (H) <a href="mailto:MaxD@darenc.com">MaxD@darenc.com</a>	Term ends Dec. 2010 Represents District 2 - Kill Devil Hills, Colington, Nags Head

Mike Johnson (R)	PO Box 9, Wanchese 27981 441-6958 (H) 216-6407 (W) Fax 441-2443 (H) <a href="mailto:MikeJ@darenc.com">MikeJ@darenc.com</a>	Term ends Dec. 2012 Represents District 2 - Kill Devil Hills, Colington, Nags Head
Richard Johnson (R)	100 Carolina Ct., Manteo 27954 473-5259(H) 473-5811 (W) Fax 473-4987 (H) <a href="mailto:RichardJ@darenc.com">RichardJ@darenc.com</a>	Term ends Dec. 2012 Represents District 1 - East Lake, Stumpy Point, Manns Harbor, Manteo, Wanchese
Jack Shea (R)	290 Wax Myrtle Tr., Southern Shores 27949 261-4158 (H) Fax 255-0189 <a href="mailto:JShea@darenc.com">JShea@darenc.com</a>	Term ends Dec. 2010 Represents District 5 which encompasses all of Dare County
Virginia Tillett (D)	PO Box 653, Manteo 27954 473-2753 (H) Fax 473-5153 <a href="mailto:VTillett@darenc.com">VTillett@darenc.com</a>	Term ends Dec. 2010 Represents District 1 - East Lake, Stumpy Point, Manns Harbor, Manteo, Wanchese

Katie Smith, Board Clerk	475-5700 Fax 473-6312	<a href="mailto:katies@darenc.com">katies@darenc.com</a>
Robert L. Outten, County Manager/County Attorney	475-5811 Fax 473-1817	<a href="mailto:outten@darenc.com">outten@darenc.com</a>
Janice Williams, Exec. Asst. Co. Mgr.	475-5800 Fax 473-1817	<a href="mailto:janicew@darenc.com">janicew@darenc.com</a>
Dorothy Toolan, Public Relations Coordinator	475-5903 Fax 473-4594	<a href="mailto:Dorothy@darenc.com">Dorothy@darenc.com</a>

#### COURTS

Office: Dare Co. Justice Center, 962 Marshall C. Collins Dr., Manteo	Mail: P.O. Box 1849, Manteo 27954
Merlee Austin, Clerk of Court	475-9100 Fax 473-1620 4 year term ends Dec. 2010
<p>This office does all the legal filings for Dare Co., including court documents, estates, child support, and passport applications. Passport renewal forms are available here.</p> <p>The North Carolina court system consists of an Appellate Division, a Superior Court Division, and a District Court Division. A chief justice and six associate judges, elected for 8 year terms, serve on the Supreme Court. The Court of Appeals is served by a chief judge and 11 associate judges elected for 8 year terms.</p> <p>Dare County is served by two Superior Court judges and five District Court judges. Superior Court judges rotate throughout the state, and District Court judges rotate throughout their division and district. Dare County is in the 1<sup>st</sup> judicial district of the 1<sup>st</sup> division, which has seven counties. Only persons qualified to practice law in North Carolina are eligible for election or appointment to any of these courts.</p>	

#### DARE COUNTY PLANNING DEPARTMENT

Office: 954 Marshall C. Collins Dr., Manteo	Mail: P.O. Box 1000, Manteo 27954	475-5870 Fax 473-6653
Ray Sturza, Director		475-5868
Jackie Tillett, Senior Admin. Support Specialist		475-5870
Donna Creef, Senior Planner		475-5873 Fax 449-0207
Courtney "Corky" Whitehead, Zoning Officer	50346 Hwy. 12, Frisco P.O. Box 859, Buxton, 27920	475-5879
The Dare Co. Planning Dept. provides technical assistance to the Planning Board and Board of Commissioners and is responsible for implementation of the Dare County Land Use Plan and		

enforcement of zoning codes. The Planning Board meets on the 2<sup>nd</sup> Mon. at 7PM in the Dare Co. Commissioners meeting room at 954 Marshall C. Collins Dr., Manteo. Members are appointed by the Board of Commissioners for 3 year terms. Members are:

Elmer R. Midgett, Jr. - Chair	109 Stratton Ln., Manteo 27954	473-3782
John Finelli	P.O. Box 555, KH 27949	261-8786
Beth Midgett	P.O. Box 250, Hatteras 27943	986-2841
David Overton	418 Berry Dr., Manteo 27954	473-4802
Henry Haywood	2472 Colington Rd., KDH 27948	441-5043
Richard "Ricky" Scarborough, Jr.	P.O. Box 191, Wanchese 27981	473-3646
Dan Oden	P.O. Box 477, Hatteras 27943	986-2555

Zoning Bd. of Adjustment David E. Jones, Jr. - Chair	Meets 4 <sup>th</sup> Mon. when called	Members appointed for 3 year terms
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County Building Inspectors—responsible for enforcing North Carolina building codes.		
Roanoke Island & Mainland	Fred Featherstone	954 Marshall C. Collins Dr., Manteo 475-5867
Colington/Martin's Point	Buddy Shelton, Chief Inspector	2601 N. Croatan Hwy., KDH 475-5872
Hatteras Island 50346 Hwy. 12, Frisco P.O. Box 859, Buxton 27920	John Contestable I.G. Scarborough	Hwy. 12, Frisco 475-5876 475-5877 Fax 995-3601
CAMA/FEMA Administrator	Hannon Fry	2601 N. Croatan Hwy., KDH 475-5874

## REGISTER OF DEEDS

Office: Dare Co. Justice Center, 962 Marshall C. Collins Dr., P.O. Box 70, Manteo 27954	475-5970
Vanzolla McMurrin, Register of Deeds	Term ends Dec. 2010
This office is custodian of Dare Co. vital statistics and is the repository of real property records including deeds, deeds of trust, and plats of all subdivisions. It keeps files of county commissioners' meetings, airport affairs, retired military records and issues marriage licenses. Copies of Dare Co. birth and death certificates may be obtained from this office	

## DARE COUNTY BOARDS AND AUTHORITIES

### ALCOHOLIC BEVERAGE CONTROL (ABC) BOARD

ABC Board PO Box 1979, Nags Head 27959	441-5121 Fax 441-2991 <a href="mailto:darecountyabcboard@embarqmail.com">darecountyabcboard@embarqmail.com</a>
Fields Scarborough, Supervisor	
A 3 member board, appointed by the county commissioners for 3 year terms, makes policies and oversees operations for the sale of distilled spirits and wines, 17% alcohol and above by volume, and mixers of 1% or more alcohol. Net profits are allocated according to state law. In Dare Co., allocations include the Department of Social Services, the County General Fund, and the incorporated towns.	

## DARE COUNTY AIRPORT AUTHORITY

Location: 410 Airport Rd., Manteo Mail: PO Box 429, Manteo 27954	475-5570 Fax 473-1196 Website: <a href="http://www.fly2mqi.com">www.fly2mqi.com</a>
Robert A. Benson, Director	Crystal Sidwell, Administrative Secretary
Charles Davidson, Chair	Monthly meetings are held the last Wed. 7PM; the combined Nov.-Dec. meeting is held the 1 <sup>st</sup> Wed. in Dec.
The airport authority manages the regional airport. Nine members are appointed by the County Commissioners.	

## DARE COUNTY OREGON INLET AND WATERWAYS COMMISSION

Office: 954 Marshall C. Collins Dr., Manteo Mail: PO Box 1000, Manteo 27954	475-5628 Fax 473-3042
Michael Davenport, Commission Chairman	Jenny Gray Jones, Administrator
The commission is made up of 7 members appointed by the Dare Co. Board of Commissioners for 2 year terms. It is concerned with matters involving the stabilization of Oregon Inlet and handles issues pertaining to public waterways such as channel dredging, county boat ramps and no-wake zones.	

## DARE COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD

Office: 2601 N. Croatan Hwy., KDH Mail: PO Box 1000, Manteo 27954	475-5853
The Board's purpose is to protect and enhance water quality in Dare Co. through land conservation, storm water management, technical support, education, and outreach.	
The Board of Supervisors meets monthly 2 <sup>nd</sup> Thurs., 3PM in the Dare Co. Satellite Office. A 5 member board consists of 2 members (James Coleman and Ann Coughlin) appointed by the NC Soil and Water Comm. and 3 elected members on a non-partisan basis (Louise Hanson, Larry Bray, Chair, and Robert Perry).	

## OUTER BANKS VISITORS BUREAU

One Visitors Center Circle, Manteo 27954	473-2138 Fax 473-5777 <a href="mailto:information@outerbanks.org">information@outerbanks.org</a> Website: <a href="http://www.outerbanks.org">www.outerbanks.org</a>
Lee Nettles, Managing Director	Board meets at the Visitors Center monthly, 9AM 3 <sup>rd</sup> Thurs.
Aycock Brown Welcome Center, 5230 N. Croatan Hwy. (MP1), KH, 252-261-4644	
US Weather Bureau Station/Hatteras Island Welcome Center (partnership with NPS), 57190 Kohler Road, Hatteras, 252-986-2203	
Whalebone Information Station (partnership with NPS), junction of Hwy. 12 and US 64, Nags Head, 252-441-6644	
The Bureau promotes the county's major industry: tourism. The Bureau is governed by the Dare Co. Tourism Board. Thirteen members are appointed to 2 year terms by the County Commissioners.	

## TOWNS

The incorporated towns of Duck, Kill Devil Hills, Kitty Hawk, Manteo, Nags Head and Southern Shores have their own municipal governments. Each is governed by a town council or board of commissioners. Mayors in Kill Devil Hills, Kitty Hawk, Manteo, Nags Head and Southern Shores are elected by the voters; in Duck the mayor is elected by the town council from among its members. All municipalities have a town manager. Each town provides for its own police and fire

protection, road maintenance, solid waste collection, zoning, planning, and building inspection functions.

## DUCK

Incorporated 2002

Zip Code 27949

Office: 1240 Duck Rd., Suite 106 at Waterfront Shops, Duck Mail: PO Box 8369, Duck 27949 255-1234 Fax 255-1236	Hours: 9AM-5PM weekdays  Website: <a href="http://www.townofduck.com">www.townofduck.com</a> <a href="mailto:info@townofduck.com">info@townofduck.com</a>
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Town Council	Meets monthly 1 <sup>st</sup> Wed. 7PM and 3 <sup>rd</sup> Wed. 1PM at Town Office
Dave Wessel, Mayor Term ends Dec. 2011	142 Mallard Ct., Duck 255-2257
Monica Thibodeau Term ends Dec. 2011	126 W. Sea Hawk Dr., Duck 261-6278
Neil Morrison Term ends Dec. 2011	120 Ruddy Duck Lane, Duck 255-2321
Chuck Burdick Term ends Dec. 2011	P.O. Box 8194, Duck 202-5748255-1055
Don Kingston, Mayor Pro Tem Term ends Dec 2011	135 Fawn Ct., Duck 255-4817

Christopher Layton - Town Manager/Town Clerk	255-1234 Fax 255-1236
Lori Kopec - Town Clerk	255-1234 Fax 255-1236
Tax Collection	Call Dare Co. Tax Office 475-5952
Robert Hobbs, - Town Attorney	441-0871
Phillip Ferguson - Police Chief	261-1112 (non-emergency) Fax 261-2108
Donna Black - Fire Chief	261-3929 (non-emergency) Fax 261-5961
Jon Britt - Chair, Town Planning Board Term ends May 1, 2011	Meets monthly 2 <sup>nd</sup> Wed. 6:30PM and 4 <sup>th</sup> Wed. 6:30PM as needed
Andy Garman - Code Enforcement Officer	255-1234
Cory Tate, Building Inspector	255-1234
Zoning Board of Adjustment - Contact Christopher Layton, Town Manager	255-1234

## KILL DEVIL HILLS

Incorporated 1953

Zip Code 27948

Office: 102 Town Hall Dr., KDH Mail: PO Box 1719, KDH 27948 449-5300 Fax 441-7946	Hours: 8AM-5PM weekdays  Website: <a href="http://www.kdhnc.com">www.kdhnc.com</a> <a href="mailto:mary@kdhnc.com">mary@kdhnc.com</a>
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Board of Commissioners	Meets monthly 2 <sup>nd</sup> Mon. and 4 <sup>th</sup> Wed. 7PM at Town Hall
Raymond Sturza, Mayor Term ends Dec. 2011	601 W. Sothel St., PO Box 1215, KDH 441-4715

Bob Peele Term ends Dec. 2011	1515 Ketch Ln., KDH 441-0615
Paul R. Buske Term ends Dec. 2013	604 W. First St., PO Box 721, KH 441-1888
Jeffrey Finch Term ends Dec. 2011	1512 Dogwood Ln., KDH 480-6633
Robert L. "Bob" Woodard, Mayor Pro Tem Term ends Dec. 2013	2305 Bay Dr., KDH 480-6654

Debora Diaz, Town Manager	449-5300 Fax 441-7946
Shawn Murphy, Ass't. Town Manager	449-5303
Mary Quidley, Town Clerk	449-5302
Beverly Brooks, Finance Officer	449-5338 Fax 480-4074
Gary L. Britt, Police Chief	449-5337 Police Dept. non-emergency Fax 441-8281
T. Douglas Penland, Fire Chief	480-4060 Fire Dept. non-emergency Fax 480-4069
Tax Collection	Call Dare Co. Tax Office 475-5952
Louie Reber & Jessica Helms, Animal Control	480-4047
Dan Merrell, Town Attorney	261-2020
Town Planning Board: 7 members appointed by Town Bd. of Commissioners for 3 year terms. Meets bi-monthly 1 <sup>st</sup> and 3 <sup>rd</sup> Tues. 7PM at Town Hall	Mike Hogan, Chair - P.O. Box 1898, 809 Sixth Ave., KDH; 441-6493 J. Howard Kimble, Vice Chair - 803 Sportsman Dr., KDH; 441-0542
Zoning Bd. of Adjustment meets on request last Tues. 7:00PM at Town Hall	Richard Baer, Chair - P.O. Box 426, KDH 441-6111

**KITTY HAWK**  
Incorporated 1981  
Zip Code 27949

Office: 101 Veterans Memorial Dr., KH Mail: PO Box 549, KH 27949 261-3552 Fax 261-7900	Hours: 8:30AM- 5:00PM weekdays (unless holidays) Website: <a href="http://www.townofkittyhawk.org">www.townofkittyhawk.org</a> <a href="mailto:info@townofkittyhawk.org">info@townofkittyhawk.org</a>
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Town Council	Meets monthly 1 <sup>st</sup> Mon. 6PM Town Hall
Clifton Perry, Mayor Term ends Dec. 2013	1122 Kitty Hawk Rd., KH 261-2412
Gary Perry, Mayor Pro Tem Term ends Dec. 2013	3831 Herbert Perry Rd., KH 261-5332
Ervin Bateman Term ends Dec. 2011	PO Box 1127, 4148 Poor Ridge Rd., KH 202-1072
Emilie Klutz Term ends Dec. 2011	4805 Lindbergh Ave., KH 261-5878
Richard Reid Term ends Dec. 2013	PO Box 1565, 3936 Tackle Ridge Rd., KH 261-1979

John Stockton, Town Manager	261-3552 Fax 261-7900
Lynn Morris, Town Clerk	261-3552
Steve Michael, Town Attorney	261-2126

Tax Collection	Call Dare Co. Tax Office 475-5952
David Ward, Police Chief	261-3895 Police Dept. non-emergency
Lowell Spivey, Fire Chief	261-2666 Fire Dept. non-emergency
Joe Heard, Town Planner	261-3552
Town Planning Board - 5 members appointed by Town Council for 2 year terms. Meets Thurs. following Town Council meetings at 6PM, Town Hall	Oscar Northen, Chair PO Box 2227, 4513 Beacham Ln., KH 261-8689
Zoning Board of Adjustment	Meets on request with 15 days notice
Dennis Speight, Building Inspector	261-3552

## MANTEO

Incorporated 1899

Zip Code 27954

NOTE: Manteo is also the county seat. This section refers only to town government.

Office: 407 Budleigh St., Manteo Mail: P.O. Box 246, Manteo 27954	Hours: 8:30AM-5PM weekdays
473-2133 Fax 473-2135	Website: <a href="http://www.townofmanteo.com">www.townofmanteo.com</a> <a href="mailto:info@townofmanteo.com">info@townofmanteo.com</a>

Board of Commissioners	Meets 1 <sup>st</sup> Wed. 6:30PM (Oct., Nov., Dec., Jan., Feb., Mar); 1 <sup>st</sup> Wed. 7:30PM (Apr., May, June, July, Aug., Sept.) 3 <sup>rd</sup> Wed. 4PM year round
Jamie Daniels, Mayor Term ends Dec. 2011	301 Devon St., Manteo 473-5013 (H) Fax 473-5263
H.A. Creef, Mayor Pro Tem Term ends Dec. 2011	PO Box 396, Manteo 473-2009
Darrell Collins Term ends Dec. 2011	PO Box 217, Manteo 473-1722
Christine Walker Term ends Dec. 2013	P.O. Box 335, Manteo 473-4788 (H)
David Farrow Term ends Dec. 2013	PO Box 181, Manteo 4733-2638
Hannon Fry Term ends Dec. 2011	321 Agona St., Manteo 475-1717
Richie Burke Term ends Dec. 2013	PO Box 2444, Manteo 473-1985

Kermit Skinner, Town Manager	473-2133 Fax 473-2135
Shannon Twiddy, Ass't. Town Manager/Finance Officer	473-2133 Fax 473-2135
Becky Breiholz, Town Clerk	473-2133
Daniel Khoury, Town Attorney	261-5055
Vance Haskett, Police Chief	473-2069 Police Dept. non-emergency
Tony Duvall, Fire Chief	473-2300 Fire Dept. non-emergency
Tax Collection	Call Dare Co. Tax Office 475-5952
Town Planning Board. Five members appointed by Town Board for 2 year terms, meets monthly 2 <sup>nd</sup> Tues., 6PM Town Hall	Erin Trebisacci, Town Planner 473-2133
Zoning Board of Adjustment meets on request	473-2133
Ralph, Allen, Building Inspector/Code Enforcement/Planner/Zoning Admin.	473-5212

**NAGS HEAD**  
 Incorporated 1961  
 Zip Code 27959

Office: 5401 S. Croatan Hwy. Mail: PO Box 99, Nags Head 27959	Hours: 8:30AM-5PM weekdays
441-5508 Fax 441-0776	Website: <a href="http://www.townofnagshead.net">www.townofnagshead.net</a>

Board of Commissioners	Meets monthly 1 <sup>st</sup> Wed. 9AM. Meetings on TV channel 20 at noon and 7PM Fri. and Sat. following the meeting
Bob Oakes, Mayor Term ends Dec. 2013	PO Box 1054, Nags Head 441-6789
Anna D. Sadler Term ends Dec. 2013	4714 S. Blue Marlin Way, Nags Head 441-6719
Wayne Gray, Mayor Pro Tem Term ends Dec. 2011	123 W. Oak Post Dr., Nags Head 480-2446
Renee Cahoon Term ends Dec. 2011	P.O. Box 714, Nags Head 441-4847 (H) 441-5358 (W)
Doug Remaley Term ends Dec. 2013	432 Bridge Ln., Nags Head 441-1950

Cliff Ogburn, Town Manager	441-5508 Fax 441-0776
Carolyn Morris, Town Clerk	449-2009
John Leidy, Town Attorney	335-0871
Becky Huff, Tax Collector	449-2008
Kevin Brinkley, Police Chief	441-6386 Police Dept. non-emergency
Butch Osborne, Fire Chief	449-6052 Fax 441-8268 441-5909 Fire Dept. non-emergency
Kevin Zorc, Fire Marshal	449-2018
Tim Wilson, Planning & Development Dir.	449-2006 Fax 441-4290
Robert Edwards, Chair, Town Planning Board 480-3722	7 members appointed by Town Board for 3-year terms. Meets monthly 3 <sup>rd</sup> Tues. 7:30PM
Zoning Board of Adjustment Jack Cooper, Chair, 422 W. Villa Dunes, Nags Head 480-1684	Meets on request 2 <sup>nd</sup> Thurs. 9AM
Ronnie Ballance, Chief Building Inspector	449-2005

**SOUTHERN SHORES**  
 Incorporated 1979  
 Zip Code 27949

Office and Mail: 5375 N. Virginia Dare Tr., Southern Shores 27949	Hours: 8:30AM-5PM weekdays
261-2394 Fax 255-0876	Website: <a href="http://www.southernshores-nc.gov">www.southernshores-nc.gov</a>

Town Council	Meets monthly at the Pitts Center, 1 <sup>st</sup> Tues. 7PM, 3rd Tues. 8AM
Hal Denny, Mayor Term ends 2013	85 Poteskeet Tr., Southern Shores 261-3896
Jim Pfizenmayer Term ends Dec. 2011	4 Loblolly Dr., Southern Shores 261-0643

Jodi Hess, Mayor Pro Tem Term ends Dec. 2011	6 Soundview Tr., Southern Shores 261-0102
George Kowalski Term Ends Dec. 2013	135 Duck Woods Tr., Southern Shores 261-2179
Kevin Stroud Term ends Dec. 2011	299 Wax Myrtle Tr., Southern Shores 261-8464

Vacant, Town Manager	261-2394
Carrie Gordin, Town Clerk	261-2394
Bonnie Swain, Finance/Human Resources	261-2394
Ben Gallop, Town Attorney	441-0871 Fax 441-8822
David Kole, Police Chief	261-3331 Police Dept. non-emergency
Bob Harvey, Fire Chief	261-2272 Fire Dept. non-emergency
Town Planning Board  Nancy Wendt, Chair, Planning Board	Five members appointed by Town Council for 3 year terms. Meets monthly 3 <sup>rd</sup> Mon. 7:00PM at Pitts Center Can be contacted at <a href="mailto:PlanningBoard@SouthernShores-NC.gov">PlanningBoard@SouthernShores-NC.gov</a>
Zoning Board of Adjustment Frans Koeleveld, Chair	Can be contacted through the Town of Southern Shores
Alvin Rountree, Code Enforcement Admin.	261-2394
Wesley Haskett, Planner/Code Enforcement Officer	261-2394
Pat Forrester, Permit Officer	261-2394

## STATE GOVERNMENT

### NC COOPERATIVE EXTENSION - DARE COUNTY CENTER

Office: 517 Budleigh St., Manteo Mail: PO Box 968, Manteo 27954	473-4290 Fax 473-3106 dare.ces.ncsu.edu
Susan Ruiz-Evans, County Extension Director	Donna Hanusik, Administrative Secretary

Agriculture and Natural Resources	Deborah E. Kelso, Agent
Through education, assists residents in managing the coastal environment; programs are offered in tree and lawn care, landscaping, soils, erosion control, pest management, water quality, waste management, commercial pesticide applicator licensing, and Master Gardener Volunteer training. A seasonal plant hotline is available. Call for schedule.	

Family and Consumer Education	Amanda McDanel, Agent
Programs are provided in human development, child care, foods and nutrition, and family resource management. Family and consumer education programs are designed to help families improve their quality of life and meet the many challenges that families and individuals face throughout the life cycle.	

4-H and Youth Development	Katherine Irby
Sonja Balance	Program Assistant
Young people "learn by doing" in special interest groups, clubs, school, and after-school programs. For children K-5 and Middle School, the 4-H program provides day camps and enrichment opportunities during school breaks and other out-of-school times.	

EFNEP Nutrition Program	Evelyn Berry, Nutrition Program Assistant
The program seeks to improve the health of limited resource families with young children and limited resource youth through lessons on basic nutrition, physical activity, and food safety.	

NC EMPLOYMENT SECURITY COMMISSION JOBLINK CENTER

Office: 2522 S. Croatan Hwy., Nags Head Mail: PO Box 757, Nags Head 27959	480-3500 Fax 480-0121 Website: <a href="http://www.ncesc.com">www.ncesc.com</a>
Kenneth Kee, Branch Manager	Hours: 8:30AM-5PM Mon.-Fri.
The Center supports local employment by listing current job opportunities, referring qualified applicants and providing local labor market information. It assists job seekers in resume writing and employers in developing job descriptions and personnel handbooks. It processes claims for unemployment insurance benefits. The Center serves Dare Co., Corolla, Ocracoke Island, and Currituck County.	

NORTH CAROLINA CONSUMER PROTECTION OFFICE

Mail: Attorney General's Office 9001 Mail Service Center Raleigh, NC 27699	Toll free: 877-566-7226 Fax 919-716-6050 Website: <a href="http://www.ncdoj.com">www.ncdoj.com</a>
This office acts to protect the public from unlawful business practices. When contacting this office, explain your complaint clearly. Send brief but specific (where, when, what) information. Send photocopies of any related written contracts, receipts, warranties, advertisements, or letters. This office can assist in mediation of disputes; it does not act as a lawyer for consumers in individual disputes.	

FEDERAL GOVERNMENT

POST OFFICES

Avon	995-5991	41156 NC Rt. 12	8AM-12PM & 1PM-4PM Mon.-Fri.; 10:30AM-12:30PM Sat.
Buxton	995-5755	48042 NC Rt. 12	8AM-12:30PM & 1:30PM-4PM Mon.-Fri.; 10:30AM-12:30PM Sat.
Duck	261-8555	1245 Duck Rd.	9AM-5PM Mon.-Fri.; 9AM-12:30PM Sat.
Frisco	995-5017	53590 NC Rt. 12	8AM-12:30PM & 1:30PM-4PM Mon.-Fri.; 10AM-12PM Sat.
Hatteras	986-2318	57689 NC Rt. 12	8AM-1PM & 2PM-4PM Mon.- Fri.; 10:30AM-12:30PM Sat.
Kill Devil Hills	441-5666	302 S. Croatan Hwy	9AM-4:30PM Mon.-Fri.; 10AM-12PM Sat.
Kitty Hawk/ Southern Shores	261-2211	3841 N. Croatan Hwy	9AM-4:30PM Mon-Fri; 10AM-12PM Sat
Manns Harbor	473-3677	6941 Hwy. 64	7:30AM-12:30PM & 2PM-4:30PM Mon.-Fri.; 8:30AM- 11:30AM Sat.
Manteo	473-2534	Chesley Mall, 212B Hwy. 64	9AM-4:30PM Mon.-Fri.; 10AM-12PM Sat.
Nags Head	441-7387	100 Deering St.	9AM-4:30PM Mon.-Fri.; 10AM-12PM Sat.
Rodanthe/ Waves/Salvo	987-2273	25969 NC Rt. 12	8AM-12PM & 1PM-4PM Mon.-Fri.; 10AM-12PM Sat.

Wanchese	473-3551	3525 Mill Landing Rd.	9AM-12PM & 1:00PM-4:30PM Mon.-Fri. 9:30AM-11:30AM Sat.
BEFORE PLACING STREET MAILBOXES, CONTACT YOUR LOCAL POST OFFICE			

#### SOCIAL SECURITY

Office: 11865 W. City Dr, Elizabeth City 27909	866-572-2819 Website: <a href="http://www.socialsecurity.gov">www.socialsecurity.gov</a>
Service in English and Spanish	Hours: 9AM-4PM Mon.-Fri.
There is no Social Security office in Dare Co; Elizabeth City is the nearest office. Residents may call 866-572-2819 or toll free 1-800-772-1213, 7AM-7PM	

#### VETERANS SERVICES

Office: 954 Marshall C. Collins Dr., Manteo Mail: PO Box 1000, Manteo 27954	475-5604 Fax 473-6312
Rhonda L. Creef, Veterans Service Officer	
Available for assistance and information relating to veterans' affairs	