

**PASQUOTANK COUNTY, NORTH CAROLINA
JANUARY 11, 2010**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, January 11, 2010 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Marshall H. Stevenson, Jr., Chairman
Lloyd E. Griffin, III, Vice-Chairman
Bill Trueblood
Cecil Perry
Jeff Dixon
Jimmie Harris

MEMBERS ABSENT: Matt Wood

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Assistant County Manager
R. Michael Cox, County Attorney
Karen Jennings, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Marshall Stevenson. The Rev. David Turner, Pastor of Corinth Baptist Church, gave the invocation and Vice-Chairman Lloyd Griffin led in the Pledge of Allegiance to the American Flag.

1. PRESENTATION OF PINS TO EMPLOYEES FOR YEARS OF SERVICE:

Chairman Stevenson called on the following employees to receive pins recognizing their years of service to Pasquotank County:

Employee	Department	Years of Service
Gwendolyn Nixon	Tax Department	15 years
Randy Cartwright	Sheriff's Department	15 years
Edwin Conran	Central Communications	10 years

The Board congratulated the employees and thanked them for their service.

2. AMENDMENTS TO THE AGENDA:

Chairman Stevenson asked if there were any amendments to the agenda. Vice-Chairman Griffin requested that the agenda be amended to add to the consent agenda the following items recommended by the Finance Committee: 1) Approval of engineering proposal for upgrade of Weeksville Water Treatment Plant; and 2) Approval of contracts with City of Elizabeth City for purchase of water.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to amend the agenda to add the two items recommended above by the Finance Committee to the consent agenda. The motion carried.

3. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of December 21, 2009 Commissioner Meeting

b. Approval of Tax Releases, Tax Refunds and Solid Waste Fee Releases

The Finance Committee has recommended approval of the following tax releases, tax refunds and solid waste fee releases:

Releases:

		County	City
1.	Urology Assoc. of Alb. PC	225.22	173.25
2.	Luke S. Hittner	157.72	126.32
3.	Jonathan Allan Neal	136.95	

4.	Charles Ploe	259.57	
5.	Charles Ploe	242.63	
6.	Charles Ploe	132.47	
7.	Charles Ploe	131.50	
8.	Charles Ploe	137.57	
9.	Charles Ploe	138.74	
10.	Lila Dunlow Mathis	456.30	
11.	Travis Foster Patterson	133.38	107.60
12.	Timothy Lawrence Askew	122.00	
13.	Velma Bond Sawyer	272.43	151.87
14.	Jason Scott Olmstead	170.82	
15.	Barbara Smith	120.00	

Refunds:

1.	Coplon Dev Co, LLC	1,330.96	980.98
2.	Robert J. Smith, Jr. Etal	1,258.44	980.98
3.	James Walton, Sr. & Jessie	237.60	
4.	James Walton, Sr. & Jessie	247.50	
5.	James Walton, Sr. & Jessie	272.25	
6.	James Walton, Sr. & Jessie	289.57	

Solid Waste Fees:

	Owner's Name	Parcel ID Number	Reason for Release
1.	Clinton Allen	25-A-37	Not Livable
2.	George M. Griffin	P119A-5,6	House never finished
3.	Evelyn R. Poole Etal	P98-15	Unoccupied for 14 years
4.	Julius Johnson Estate	55-F-23-24	Unccupied since 1998
5.	Alan E. Stewart	P111-2	Uninhabitable

c. Approval of Budget Amendments

The Finance Committee has recommended approval of the following budget amendments:

E911/General Fund

Increase	022.0991.4991.00	Fund Balance Appropriated	61,925.00
Increase	022.4328.5980.10	Transfer to General Fund	61,925.00
Increase	010.0700.4981.22	Transfer from E911	61,925.00
Decrease	010.0991.4991.00	Fund Balance Appropriated	61,925.00

Library

Increase	013.0550.4839.00	Miscellaneous Revenue	4,000.00
Increase	013.6110.5353.00	Maintenance-Vehicle	4,000.00

d. Approval of Untimely Disabled Veterans Exclusion Application for Surviving Spouses

The Finance Committee has recommended approval of the following application for the surviving spouse of a deceased disabled veteran:

Applicant	Exclusion	Tax Reduction
Ferebee J. Matthews	\$45,000	\$263.25

e. Approval of Application for Use of Occupancy Tax Revenue

The Finance Committee has recommended approval of an application to be submitted to the Tourism Development Authority in the amount of \$1,000 for the Mariners' Wharf Film Festival 2010.

f. Approval of Engineering Proposal for Weeksville Water Treatment Plant Upgrade

The Finance Committee has recommended approval of a proposal submitted by Hobbs Upchurch & Associates for engineering services to evaluate membrane softening as a viable addition to the treatment process for the Weeksville Water Treatment Plant to make the water more compatible with the water that will be produced at the new RO plant. Hobbs Upchurch & Associates has proposed a fee of \$16,800 plus \$850 for laboratory analyses.

g. Approval of Three Water Agreements with City of Elizabeth City

The Finance Committee has recommended approval of three proposed water agreements with the City of Elizabeth City. The agreements include the Water Purchase Agreement, the Water

Boundary Agreement, and the Halstead Boulevard Extended Agreement. The approval would be subject to the city approving a \$119,000 reimbursement to Tanglewood Development.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to approve the consent agenda as amended. The motion carried unanimously.

The following tax releases have been approved by the Finance Officer:

Releases:

		County	City
1.	Matthew Eric Henderson	73.36	
2.	Ellen Gibbs	62.62	
3.	Ellen Gibbs	64.21	
4.	Denwood Lee Williams	42.66	34.90
5.	Mark Benjamin Barnett	7.43	
6.	Mark Benjamin Barnett	99.51	
7.	Shane David Blackwell	4.02	3.29
8.	Mattie Estella Spellman	29.15	23.85
9.	Richard Jay Rindels	9.31	
10.	Bradley Kyle Baker	43.89	
11.	Shelia Johnson	11.03	9.03
12.	Ralph Francis Casinero, Jr.	64.23	
13.	Joel Robert Allan	48.03	
14.	Mac Moran Miller	19.69	16.11
15.	Alan J. Namminga	17.88	19.63
16.	Chrisie Danise Dillard	9.19	
17.	Chrisie Danise Dillard	12.64	
18.	Paul Beavis	40.60	
19.	Miram Moore Stallings	16.33	12.56
20.	George Albert Praetorius	3.36	
21.	Leslie Metzger	45.65	
22.	Patricia Hernt Richey	8.84	
23.	Leverly Cleanell Butts	10.27	7.90
24.	Robert Thomas McCarvel	86.46	
25.	Matthew Joshua Smock	92.90	
26.	Kyle Lee Randolph	28.87	22.21
27.	Earl Clinton Jackson	7.32	5.99
28.	Samuel Burns Sewall	1.49	1.22
29.	Albemarle Business Concepts	44.76	34.43
30.	Timothy Allen Lyons	5.53	
31.	Jayesh J. Kinariwala	12.62	9.72
32.	Edith Williams Brooks	10.21	
33.	Quality Builders, Inc.		17.96
34.	Nathaniel G. Buxton	63.97	
35.	Nathanial G. Buxton	40.13	
36.	Nellie Estelle Gibbs	7.43	5.72
37.	Thomas Lambeth Taylor	38.94	29.95
38.	Richard C. Graham	54.63	
39.	Joseph Anontavara	72.31	
40.	Joseph Charles Grunalt, Jr.	11.70	14.00
41.	Melissa Ann Mitchell	24.70	
42.	Linda Darlene Moore	23.35	17.96
43.	Bernard Walter Warren	2.99	2.30
44.	Curtis Dulaney	39.85	32.61
45.	Warren Russell Weidrick	36.47	
46.	Emily Rose Weidrick	17.67	
47.	Everett Dawson	8.25	6.75
48.	Calvin Ray Hudgins	12.08	9.88
49.	Juanita Greene Johnson	49.17	
50.	Deborah Hart Watts	3.92	3.02
51.	Lakwjie Qunita Overton	2.64	2.16
52.	Tammy Kay Smith	30.48	23.45
53.	Pavell Gill Trotman	54.45	44.55
54.	Walter Neal Brazell, Jr.	47.25	
55.	Walter Neal Brazell, Jr.	42.08	
56.	Brady Eugene Post	28.02	
57.	Steave Wayne Phann	67.51	56.93

58.	Matthew Robert Farnen	21.45	
59.	Joseph Allen Fightmaster	29.83	
60.	Sue Ann Roberts Newbrough	16.64	
61.	Arlene Owey Marshall	11.00	
62.	Bruce Andrew Bright, Jr.	28.84	
63.	William Travis Helgren	37.85	
64.	William John Gregory	70.64	
65.	Julio Bravo Avila	17.00	13.91
66.	Lee Charles Forsblom	79.53	
67.	Frank Paul Marcucci III	17.73	13.64
68.	Joel Cobos Colin	7.55	5.81
69.	Cory Terrell White	8.31	6.80
70.	Timothy James Gilbride	46.64	38.16
71.	Timothy James Gilbride	7.43	6.08
72.	James Michael Bowen	10.54	
73.	Bryant Lee Stokley	24.18	
74.	Eugene Tortone	12.27	
75.	Chaundia Sherie McGilberry	5.34	4.37
76.	Geraldine Respass Reid	43.92	35.94
77.	Marlin Leasing Corp.	15.97	12.29
78.	David Seth Ashey	6.27	
79.	Paul Andrew Riggs	75.35	62.96
80.	Anthony Emanuel Suchy	34.75	
81.	Andrew Stewart England	21.89	
82.	Samantha Walrond	82.39	
83.	Jason Murray Woulfe	81.90	68.00
84.	Jason M. Woulfe	8.19	11.30
85.	Sara Jefferson Peck	21.77	16.74
86.	Sara Jefferson Peck	12.00	9.23
87.	Eugene Eward Burns, Jr.	8.50	6.96
88.	Ian Ruston Hamilton	2.42	1.98
89.	Ian Ruston Hamilton	20.96	17.15
90.	Natalie Rochelle Rozos	25.22	19.40
91.	VL Trucking LLC	33.12	25.47
92.	Whitney Hull Paris	40.81	33.39
93.	Moria Eisenbraun Jackson	29.70	24.30
94.	Timothy Thomas Lazar	4.33	
95.	Standard Tile, Inc.	56.16	43.20
96.	Julie Paige Jordan	92.55	
97.	Kathy Dunczell	63.62	
98.	Leverly Cleanell Butts	23.93	18.41
99.	Coastal Cathedral Church of God	63.12	53.56
100.	Suzanne Sara Gross	13.23	10.17
101.	James Harold Smith, Jr.	32.35	29.89
102.	James Harold Smith, Jr.	42.47	37.67
103.	Dineace Marie Medders	17.54	17.65
104.	Matthew Steven Floyd	86.70	
105.	Donald Roy Ekstrom	83.07	
106.	Kenneth Lesal Farrer II	21.29	22.42
107.	Warren Rivera Kelly	25.74	26.06
108.	Patrick Edward Wallace	31.13	
109.	Juan Ramon Morales, Jr.	27.45	27.46
110.	Emmanuel Christopher Boyd	54.45	
111.	Tony Edward Price	4.79	3.92
112.	Andrew W. Clarke	52.59	45.46
113.	Steven William Chesson	41.20	
114.	Hector Manuel Carrion	60.12	
115.	Albemarle Grain Equipment Co.		26.06

4. CONSIDERATION OF REQUEST FROM COUNTY COMMISSIONERS ASSOCIATION FOR HELP IN IDENTIFYING FEDERAL ISSUES OF STATEWIDE IMPORTANCE TO ALL COUNTIES:

The Board considered a request from the North Carolina Association of County Commissioners for help in identifying federal issues of statewide importance to all counties. County Manager Randy Keaton explained that many counties have specific issues they would like to have addressed such as the OLF locally, but these should be items of interest to all counties.

Commissioner Trueblood said he is concerned that counties will be asked to contribute more at the state level for Medicaid as Congress is attempting to push more of the funding requirements down to the states.

Commissioner Perry said he would like to see increased support of the Mental Health System in North Carolina.

Commissioner Trueblood stated that one of the bullet points included in NACo's 2010 list of legislative priorities is to promote broadband deployment and support broadband services to the citizens. He said he would like for Pasquotank County to be a part of any encouragement that broadband be shared with all counties and not just a condensed segment of the population, even in sparsely populated areas.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to support NACo's 2010 legislative priorities on issues of statewide importance to all counties and to request the addition of the following issues: 1) All states being treated fairly with regard to Medicaid and Medicare; 2) Supporting broadband; and 3) Increasing Mental Health funding. The motion carried.

5. REPORTS FROM COMMISSIONERS:

Commissioner Cecil Perry noted that the Board has previously received a letter in regard to how ministers are selected to give the invocations at Commissioner meetings. He stated that the county needs to send a response to the person who sent the letter.

Commissioner Perry stated that he has concerns regarding the process of selecting county personnel. He suggested that a personnel committee assist with making decisions regarding who should be selected. He said this method would remove any bias from the selection process. He asked that the Board take a good look at personnel practices to make sure that everyone has equal access to all employment. County Manager Randy Keaton explained that there are several different processes involved in hiring county employees. There is one process for Social Services and the Board of Elections because they fall under the state personnel act. The Sheriff and Register of Deeds are elected and make their own decisions in regard to hiring. Mr. Keaton said he is involved in hiring for most other county departments. He explained that normally the department head reviews applications, conducts interviews and makes a recommendation to him. He normally reviews with the department head their top three choices and unless he has questions about the selection process, he normally signs off on the department head's recommendation. He stated that the various departments may have a committee comprised of the department head, supervisors, and the personnel director to conduct interviews and make recommendations to him. In some cases it could just be the department head making a decision. Mr. Keaton said currently the manager form of government and the personnel policy give the responsibility for making the final decision on hiring to the County Manager, except for the departments previously mentioned, or in the case of department heads which the Board normally approves. Commissioner Dixon said he has a problem with members of the Board micromanaging department heads. He stated that the department head is the most qualified to hire employees. He said as long as the county has a policy in place that is complied with, and federal guidelines are followed, he does not think the Board should get involved. Vice-Chairman Griffin noted that it is not proposed that the Board get involved, but that a committee of employees be involved before a recommendation is sent to the County Manager. Commissioner Perry referred to the process used by the Board of Education to hire teachers whereby a committee at the school makes a recommendation, not just the principal. Chairman Stevenson outlined the process the federal government uses in filling positions. He said interviews are conducted by a person within the department, a personnel employee and a person from outside of the department in order get a non-biased opinion.

Vice-Chairman Griffin suggested this matter be forwarded to the Personnel Committee to review the county hiring policy and insure it complies with all standards.

Motion was made by Cecil Perry, seconded by Lloyd Griffin to direct the Personnel Committee to review the county's hiring policy with the County Manager to insure it complies with all standards. The motion carried.

Vice-Chairman Griffin stated that there has been an email recently about the use of the Courthouse by outside groups and the lack of a county policy. He expressed concern regarding security in the Courthouse when it is used by outside groups. He asked if a policy will be written

to address this issue. The County Manager responded that the Clerk has drafted a policy that he will be reviewing. He said recently someone had requested to use a courtroom and apparently there was an article or ad in the newspaper about the event that was planned and it stated there would be an admission charge. He stated that someone from the public had emailed him to ask whether it was appropriate for the courthouse to be used for an event for which admission would be charged. He said staff contacted the individual who had reserved the courtroom and suggested other possible locations for the event. The Manager stated that the Board will be presented with a proposed policy to consider if it feels one is needed. He explained that there are now more meeting places available for people to utilize that are better-suited for some of the groups that need meeting space.

Commissioner Bill Trueblood stated that the Appointments Committee would like to recommend the appointment of Alden Hoggard III to the at-large seat on the Albemarle Commission Board. He provided copies of Mr. Hoggard's application to the Board members and said this appointment should be on the agenda for the next meeting.

Commissioner Trueblood stated that the Stormwater Task Force will be meeting tomorrow morning at 9:30 in the Public Safety Building. He advised that a large number of volunteers will be present who have expertise in stormwater matters.

Vice-Chairman Griffin asked if the proposed recreation agreement will be reviewed at the next meeting. A draft agreement had been provided to the Board in their packets. County Attorney Mike Cox stated that the Board had asked in November that a draft agreement be available in January. Vice-Chairman Griffin suggested that the Board schedule a special meeting thirty minutes prior to the next Finance Committee meeting to review the draft agreement. In response to questions, the County Manager explained that no cost-savings are anticipated by consolidating the two departments because no personnel will be eliminated since there is no overlap in personnel. He said there will however be a better coordination of duties and better and more efficient management of the parks due to sharing of equipment and personnel. Commissioner Trueblood stated that he is concerned the county would be locked into a 55% funding formula. Mr. Cox noted that the proposed recreation budget would have to be approved by both the city and the county.

Chairman Stevenson asked if there was any further business to come before the Board. There being no further business;

Motion was made by Lloyd Griffin, seconded by Jimmie Harris to adjourn the meeting. The motion carried and the meeting was adjourned at 7:45 PM.

CHAIRMAN

CLERK