

**PASQUOTANK COUNTY, NORTH CAROLINA
FEBRUARY 8, 2008**

The Pasquotank County Board of Commissioners held the first session of a retreat on Friday, February 8, 2008 at the Hampton Inn, Corolla, North Carolina.

MEMBERS PRESENT: Cecil Perry, Chairman
Marshall H. Stevenson, Jr., Vice-Chairman
Matt Wood
Bill Trueblood
Jeff Dixon
Jimmie Harris

MEMBERS ABSENT: Lloyd E. Griffin III (*Out of Town*)

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Asst. County Mgr. for Planning & Econ. Dev.
Karen Jennings, Clerk to the Board
Sheri Small, Finance Officer
John Gregory, Water Superintendent
Shelley Cox, Planning Director

The retreat was convened at 1:10 PM at the Hampton Inn and was opened with a prayer by Commissioner Matt Wood.

The Board discussed the possible implementation of stormwater district fees and whether to have a countywide fee or focus on the Knobbs Creek basin. It was requested that a representative from the School of Government be invited to meet with the Board and provide information on this issue.

Mr. John Morrison, attorney for the Mental Health Board, discussed mental health reform and its potential impact on counties.

The Board discussed several recent inquiries that have been received regarding private sewer plants, particularly for an area north of the U.S. 17 North and U.S. 17 bypass interchange. It was requested that staff bring back information regarding the economic impact this particular site would have if it were allowed to develop with a private sewer plant.

Water Superintendent John Gregory presented a map showing commercial developments along U.S. Highway 17 North. He said once the construction of the U.S. 17 North sewer line is complete, businesses in the area may be interested in tapping on to the line. He stated that he has in fact already been contacted by a few of the businesses that would like to connect to the sewer line. Mr. Gregory advised that with the line, the pump station, and lift stations the county will have a sizeable investment in this project. The county would be able to recoup some of its costs by allowing the taps. Mr. Gregory will compile some comparison information for the Board to review.

The Board reviewed maps of the county showing where residential development has occurred since 2002, the number of subdivision lots approved during that period in each township, and the number of building permits issued during the past five years. The Board discussed zoning regulations and possible design standards for multi family and multi-use districts. Subdivision regulations concerning family subdivisions were discussed after which the Board concurred to develop an amendment to the family subdivision rule to decrease from ten years to five years the length of time a property owner must own property to qualify for a family subdivision.

The Board discussed a possible second connector road to the bypass and possible routes for the road. County Manager Randy Keaton reported that DOT has advised that the project is currently on hold pending completion of a comprehensive transportation plan of the Main Street Extended area which may take up to two years unless the Board wants to request DOT to re-initiate the project using available information.

The County Manager reviewed with the Board a spreadsheet showing the most recent revenue and expenditure projections for the capital projects fund through the 2016-17 fiscal year. This spreadsheet will be reviewed further at tomorrow's session.

The session was adjourned at 5:15 PM and will reconvene at 8:30 AM tomorrow.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
FEBRUARY 9, 2008**

The Pasquotank County Board of Commissioners held the second session of a retreat on Saturday, February 9, 2008 at the Hampton Inn, Corolla, North Carolina.

MEMBERS PRESENT: Cecil Perry, Chairman
Marshall H. Stevenson, Jr., Vice-Chairman
Matt Wood
Bill Trueblood
Jeff Dixon
Jimmie Harris

MEMBERS ABSENT: Lloyd E. Griffin III (*Out of Town*)

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Asst. County Mgr. for Planning & Econ. Dev.
Karen Jennings, Clerk to the Board
Sheri Small, Finance Officer

The session was convened at 8:30 AM.

The Board reviewed the capital projects fund sheet provided by the County Manager yesterday. Possible locations for a new elementary school were discussed as well as the need for a tract of land large enough for a multi-school campus. The Board suggested that a joint meeting be held with the Board of Education at Sheep-Harney Elementary School to receive a report on Sheep-Harney School, discuss enrollment numbers and No Child Left Behind numbers, and available classroom space. It was also suggested that an inquiry be made into another tract of land in the Halstead Boulevard area for a possible school campus.

Assistant County Manager Rodney Bunch explained that mapping companies that supply GPS companies with GIS information, as well as local business owners have contacted the county's GIS department about updating GIS information for the GPS systems. Because the Halstead connector road is a new road, it is not on GPS systems yet, so people with these systems are unable to find the new Fairfield Inn and other businesses located on the road. It was noted that this problem is not only occurring in this one area of Pasquotank County, but in other areas of the county where there are new roads or new businesses, and in other counties as well. Mr. Bunch said the GIS Department has offered to provide the county's centerline data for free, but at least one of the mapping companies wanted the county to sign a contract releasing them from liability. He stated that the County Attorney has recommended that the county not sign a contract. He said staff will work to try to share with the mapping companies as much up to date information as possible.

The Board discussed the possibility of implementing a business/privilege license in Pasquotank County to track when a business changes hands and to track new businesses, where they are located, and whether they are zoned properly. This had previously been discussed by the Board, and staff asked if the Board wants to look at it again. Mr. Keaton said counties can charge a nominal fee, but cannot charge at the same extent as cities. He asked if the Board wants staff to research this issue and bring back options. He stated that implementing a business license would not be a simple process, however it would be useful information to have.

The Board discussed the disposal of the old Elizabeth City Middle School building. The County Manager asked the Board to consider if the building is donated to the Elizabeth City State University Foundation whether the county would retain the vacant property on Pearl Street. He noted that it is proposed the county would lease the gymnasium back from the university for use by the county and city for recreational programs.

The Board reviewed and updated the goals developed at last year's retreat and established some additional goals.

Chairman Perry summarized the responses to a Board self-assessment survey completed by Board members.

The retreat was adjourned at 12:25 PM.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
FEBRUARY 18, 2008**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, February 18, 2008 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Cecil Perry, Chairman
Marshall Stevenson, Vice-Chairman
Matt Wood
Bill Trueblood
Jeff Dixon
Jimmie Harris

MEMBERS ABSENT: Lloyd E. Griffin III (*Out of Town*)

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Asst. Manager for Planning & Economic Dev.
R. Michael Cox, County Attorney
Karen Jennings, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Cecil Perry. Bishop David L. White, Pastor of Believers Victory Center, gave the invocation and Vice-Chairman Marshall Stevenson led in the Pledge of Allegiance to the American Flag. Chairman Perry welcomed everyone present.

1. PRESENTATION ON REVISED MEMORANDUM OF UNDERSTANDING FOR RURAL TRANSPORTATION PLANNING ORGANIZATION:

Chairman Perry called on Morgan Jethro with Albemarle Commission. Miss Jethro explained that this year the North Carolina Department of Transportation is requiring all Rural Transportation Planning Organizations to update their memorandums of understanding. She stated that the update was deemed necessary by the Attorney General's Office due to inadequacies in some of the other RPO's bylaws. She said there is only one minor change from the current memorandum of understanding and bylaws. This change provides that if members are absent for two consecutive meetings following prior notification the RPO may elect not to count the member towards quorum. The basis for quorum will be re-established at the next meeting that they attend. Miss Jethro stated that this rule was added to the MOU to allow the RPO to achieve quorum in the event that there are large numbers of consistently absent members. She added that members are never removed from the RPO roster, but are simply not counted towards quorum until they can make the next meeting. She noted that to date there has never been a case in which the RPO could not achieve quorum. She said the Albemarle RPO's MOU did not require significant changes to meet the Attorney General's expectations.

Commissioner Matt Wood questioned how each county is allotted representatives on the RPO, as Pasquotank County has two representatives while Dare County has about six. He said the organization appears to be unbalanced. Miss Jethro said she would look into it.

2. ZONING VARIANCE REQUEST ZV 08-01:

Chairman Perry asked if Mr. Walton Carter is present to discuss his Zoning Variance Request ZV08-01. Kim Hamby from Hyman & Robey stated that she is representing Mr. Carter. County Attorney Mike Cox stated that anytime the Board has a quasi-judicial hearing such as this, the petitioner or his attorney need to be present to present the case. Planning Director Shelley Cox explained that since this is a quasi-judicial forum, the engineering firm could testify to the facts as an expert witness, but could not represent the applicant in presenting his case.

Motion was made by Bill Trueblood, seconded by Marshall Stevenson to continue the public hearing on Zoning Variance Request ZV 08-01 until the next meeting. The motion carried.

3. APPROVAL OF AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. It was requested that the agenda be amended to add the following items recommended by the Finance Committee: 1) Approval of the purchase of a ten foot strip of land at the RO plant site; 2) Approval of a bid for Contract II, Phase 1 for the RO water treatment plant; 3) Approval of a proposal from GMA for a test well exploration for the RO plant; 4) Approval of a financing proposal from SunTrust Leasing Corporation to finance equipment for the Solid Waste Department; 5) Approval to purchase trucks and trailers from Tidewater Mack based on their low bid; and 6) Approval of contract with Waste Management of Virginia for the disposal of solid waste.

Motion was made by Matt Wood, seconded by Jimmie Harris to amend the agenda to add the six additional items to the consent agenda. The motion carried unanimously.

4. APPROVAL OF CONSENT AGENDA:

The Board considered the consent agenda. Vice-Chairman Marshall Stevenson requested that consent agenda item #7D, *Approval of Project Budget for South Park Sports Complex* be removed from the consent agenda and considered separately.

a. Approval of Minutes of February 4, 2008 Commissioner Meeting

b. Approval of Tax Releases and Refunds

The Finance Committee has recommended approval of the following tax releases and refunds:

Releases:

		County	City
1.	First United Methodist Church	530.50	372.61
2.	Harrell Enterprises	1,390.85	
3.	Christopher Charles Hatch	188.25	
4.	Elizabeth City Rapid Lube	158.81	130.22
5.	Albemarle Golf Park, LLC	481.80	
6.	Traci Lyn Rodgers	145.90	
7.	Dixie G. Harrell	120.00	
8.	Edward Christopher Donaldson	106.40	
9.	John Forrest Dunstan	112.75	
10.	Latitudes Investments LLC	1,239.00	917.50
11.	Sarah Holley Heirs	275.00	127.10
12.	American Marketing Service, Inc.	259.05	212.43
13.	Brett Richard Smith	121.40	
14.	John Robert Shannon	137.24	
15.	David Eugene Woodell	272.54	

Refunds:

1.	Donnie L. Stokes	144.48	
2.	Donnie L. Stokes	148.99	
3.	BB&T Equipment Finance Corp.	907.10	743.83

c. Approval of Budget Amendments

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

Day Reporting

Increase	010.0220.4532.00	Grant – Other	7,297.00
Increase	010.4305.5600.28	IOLTA Grant	7,297.00

d. Approval of Revised Contract for Department of Social Services Attorney

The Finance Committee has recommended approval of a request from the Social Services Board to amend its contract with the private attorney who handles child protective services to include legal services for adult protective services.

e. Approval of Release of Solid Waste Tipping Fees

The Finance Committee has recommended the release of solid waste tipping fees in the amount of \$3,277.30 for Wayne Perry. Trash had been illegally dumped on Mr. Perry’s property and he hired a company to clean it up. The release is recommended because most of the trash could have been taken to county convenience sites.

f. Approval of Appointment to Tourism Development Authority

The Appointments Committee has recommended approval of the appointment of Thom Spagnol to the Tourism Development Authority to fill the unexpired term of Bruce Biggs who has resigned.

g. Adoption of Resolution Celebrating 100 Years of County Unity

The North Carolina Association of County Commissioners has requested that all counties adopt the following resolution in recognition of the Association's centennial.

**JOINT RESOLUTION CELEBRATING 100 YEARS OF COUNTY UNITY
IN RECOGNITION OF OUR ASSOCIATION'S CENTENNIAL**

WHEREAS, the North Carolina Association of County Commissioners is an advocacy and service organization made up of all one-hundred (100) North Carolina counties; and

WHEREAS, the active participation and engagement of all 100 counties have directed, strengthened and enhanced our Association; and

WHEREAS, the dedication and talents of individual county commissioners and county staff have led our Association's success in advocacy, county-centered services and educational programs; and

WHEREAS, an informal agreement to form our Association was made by a handful of county commissioners, who, at the behest of Craven County Commissioner C.E. Foy, met in New Bern in 1908 to discuss county issues of common interest; and

WHEREAS, the first session of our unofficial Association was held at the Atlantic Hotel in Morehead City on August 19, 1908, where C.E. Foy was elected as president; and

WHEREAS, the North Carolina General Assembly passed an act on March 8, 1909 establishing our Association on behalf of counties;

NOW, THEREFORE BE IT RESOLVED, that the North Carolina Association of County Commissioners and each Board of County Commissioners jointly recognize and celebrate "100 Years of County Unity" in tribute to our Association's Centennial.

FURTHER BE IT RESOLVED, that the Association communicate its copy of this joint resolution to each Board of County Commissioners.

FURTHER BE IT RESOLVED, that the Pasquotank County Board of County Commissioners communicate its copy of this joint resolution to the North Carolina Association of County Commissioners.

ADOPTED this 18th day of February, 2008.

h. Approval of Law Books for Surplus and Sale on Govdeals.com

The County Attorney has requested that the Board declare the following law books as surplus to be sold on Govdeals.com: ALR, Proof of Facts, Corpus Juris Secundum, and South East Digest.

i. Approval of Agreement with Wayne Parker for Riverview Acres Project

Mr. Wayne Parker has signed an agreement giving tentative approval to allow his property to be used by the county for the Riverview Acres dredging project. There are other details yet to be worked out, however the tentative agreement will allow the county to submit its application to CAMA for the permit. The Board needs to approve the agreement.

j. Adoption of Resolution Supporting the Funding of Albemarle RC&D

The Board was requested to adopt the following resolution supporting federal funding for Albemarle RC&D Council.

**RESOLUTION
SUPPORTING THE FUNDING OF ALBEMARLE RC&D**

WHEREAS, Pasquotank County is located within the geographic service area of Albemarle Resource Conservation & Development (RC&D); and

WHEREAS, Albemarle RC&D plays an important role in protecting the environment in a way that improves the local economy and standard of living in Pasquotank County; and

WHEREAS, the Pasquotank County Board of Commissioners believes that natural resources conservation continues to be of prime importance in Northeast North Carolina; and

WHEREAS, Albemarle RC&D provides technical assistance and project administration for vital resource projects; and

WHEREAS, the lack of adequate Federal funding will cause Albemarle RC&D to no longer have the assistance of a full-time coordinator.

NOW, THEREFORE, BE IT RESOLVED that the Pasquotank County Board of Commissioners encourages and supports any and all efforts to secure adequate Federal funding to fully staff Albemarle RC&D, allowing that organization to continue to serve Pasquotank County and Northeast North Carolina.

ADOPTED the 18th day of February, 2008.

k. Approval to Purchase Additional Ten Foot Strip of Land for RO Plant Site

The Finance Committee has recommended approval of the purchase of an additional 10 foot by 498 foot strip of land for the RO plant site for approximately \$2,900.

l. Award of Contract II to Sanford Contractors for Pipe Lines for Reverse Osmosis Water Treatment Plant – Phase I

The Finance Committee has recommended approval of a bid from Sanford Contractors in the amount of \$2,448,766.80 for installation of a portion of the raw water main and a portion of the wastewater main for the reverse osmosis plant based on the utilization of C-900 PVC pipe.

m. Approval of Proposal from GMA for Hydrogeologic Consulting and Test Well Exploration at a New Test Well Site

The Finance Committee has recommended approval of a proposal from GMA for the development and testing of an additional test well for the RO plant for a cost of \$62,580, which includes drilling of the well, laboratory analysis, and hydrogeological services.

n. Approval of Proposal from SunTrust Leasing to Finance Solid Waste Equipment

The Finance Committee has recommended that the Board accept a proposal from SunTrust Leasing Corporation to borrow \$582,000 for seven years at an interest rate of 3.037% to finance the purchase of equipment for the Solid Waste Department.

o. Approval of Purchase of Trucks and Trailers from Tidewater Mack for Solid Waste Department

The Finance Committee has recommended approval of the purchase of trucks and trailers from Tidewater Mack for hauling garbage by county forces to the landfill in Waverly, Virginia.

p. Approval of Contract with Waste Management for Disposal of Solid Waste

The Finance Committee has recommended that the Board approve a contract with Waste Management for disposal of garbage at the Atlantic Waste Disposal landfill in Waverly, Virginia.

Motion was made by Bill Trueblood, seconded by Matt Wood to approve the consent agenda as amended. The motion carried unanimously.

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

Releases:

		County	City
1.	Andrew W. Clarke	57.30	51.99
2.	Brett Eben York Berard	39.84	
3.	Pamela Bureson Setzekorn	5.76	4.80
4.	James Russell Fraley	15.02	
5.	Lucille Mane Laycock	38.72	35.89
6.	Steve McQueen Gonzalez	91.45	79.99
7.	Ryan Thomas Lawrence	79.75	70.40
8.	Michael Joseph Andres	14.18	11.62
9.	Myrtle Edith Scott	19.95	

10.	Morlin Leasing Corp	70.30	57.65
11.	Michael William Boatly	4.53	3.71
12.	Joseph Roy Hyder, Jr.	10.20	8.50
13.	Stephaine Amanda Broyles	4.05	
14.	Kidd Cuddy Coyle	93.12	
15.	Marian Diana Curley	45.45	37.27
16.	Delton Corvez Jennette	7.50	6.15
17.	Christopher Charles Hatch	25.10	
18.	Lincoln Spence	2.90	
19.	Melvin Lycurtis Boyce	1.73	1.44
20.	Mark William Schomers	15.50	
21.	Alan Jordan Namminga	18.10	20.08
22.	Rosa Garcia Baca	8.12	
23.	Rosa Garcia Baca	8.04	
24.	Carlynn Tremaine Gramby	21.51	17.92
25.	Sidney D'Wayne Oneal	26.02	
26.	Joseph Charles Grunalt, Jr.	12.80	15.50
27.	Jeffrey A. Danner	82.20	
28.	William Henry Tyler, Jr.	2.13	1.75
29.	JC 7 Cleaning	6.73	
30.	Jerry Farrow Underwood	16.85	13.82
31.	Victor Christian Searle	35.75	
32.	Emmanuel C. Boyd	9.46	7.88
33.	Tyrone Smith	7.10	5.82
34.	Kathleen Keith Horsley	12.65	10.38
35.	Dorothy Wilson Armstrong	9.39	
36.	Debra Kay Armistead	22.18	
37.	Jason Michael Brown	45.00	
38.	Roger Neil Myers	84.10	
39.	Lekia Anitra Privott	61.06	55.88
40.	Jacqueline Allen	13.50	
41.	Patricia Faye Williams	3.65	3.04
42.	J&M Excavation & Clearing Inc.	31.35	25.71
43.	James Brantley Lane	25.85	
44.	Warren A. Rivera	37.54	36.28
45.	VT Inc as Trustee	88.85	77.86
46.	Leonard Joseph Meritz	61.68	51.40
47.	Robert William McClure	39.70	
48.	Ross L. Beard	81.46	72.88
49.	Stephen Allen Markham	51.68	
50.	Doris Jean Johnson	15.68	13.39
51.	Ryan Matthew Polin	73.30	
52.	Pattie Jones Roberts	50.15	46.12
53.	Nathaniel Griffin	1.49	
54.	Michael Christopher White	19.13	
55.	Latoya Shenay Gillard	13.06	
56.	Alfreda B. Leigh	17.57	14.64
57.	Anthonie Eugene White	48.77	
58.	Robert Franklin Hafford	23.48	
59.	Terry Wayne Kight	81.95	
60.	James David Ferguson	82.13	
61.	Debbie Melton	55.66	45.63
62.	Crystal Dawn Warden	67.85	60.64
63.	Earmon Dale Horn, Jr.	30.98	
64.	Curtis Dillian Albertson		92.74
65.	Eugene Oneal	23.60	
66.	Stanley Lee Jones	20.00	
67.	Stanley Lee Jones	3.95	
68.	Phyllis Ann Rinck	27.10	22.22
69.	Tiki Marcel Combs	8.50	6.97
70.	Vonkeshia Lavette Williams	4.13	
71.	Randall Klye Walkins	75.10	
72.	Angela Shannon Bright	22.35	
73.	William Joseph Cohan, Jr.	53.55	
74.	Joyce Coley Alexander	5.75	
75.	Alexander Master Care	48.20	

76.	Johnathan Wesley Bravo	48.14	45.12
77.	Carla Gray Scherd	40.75	
78.	Jay Paul Faulkner	50.93	
79.	Jay Paul Faulkner	4.46	
80.	Robin Cariel Graham	72.58	65.48
81.	Alexander Wray Crowers		70.44
82.	Brett Richard Smith	30.05	
83.	Amorita Levon Clark	4.88	4.06
84.	Tonya Michelle Powell	12.35	10.13
85.	Eugene Otis Schermorhozn	11.55	9.62
86.	Jerry Allen Simpson	42.45	
87.	Kyle J. Leclair	91.20	
88.	Darryl Andrew Pearsall	81.60	
89.	Vernon Lowell Rowland	23.80	
90.	Michael Anthony Ryan, Jr.	4.25	3.49
91.	Susan Jean Kruse	74.00	
92.	Eleanor Patricia Nicewonger	38.40	31.49
93.	Epigmenio Garcia	32.55	26.69
94.	Barry Wade Norris	5.58	4.58
95.	Joseph Scott Mills	42.95	
96.	Paul Kechere Nwamara	30.15	24.73
97.	Barbara Slaughter Godfrey	1.25	1.04
98.	Shonnette Regina Price	10.68	8.76
99.	Floyd Robert Stroder, Jr.	7.20	11.00
100.	Joel Lamont Parker	4.01	3.34
101.	Rodney Parker	25.37	
102.	Sharnita Lavette Wilson	11.63	
103.	Joseph Michael Simpson	15.10	
104.	Trisha Dionne Walton	57.08	46.81
105.	Ronald Wayne Hopkins, Jr.	23.93	
106.	Olive Branch Missionary Baptist	28.00	27.96
107.	David Nicholas Jennings	11.10	14.10
108.	James William Bishop	26.12	
109.	Bennette Ray Keel, Jr.	29.55	24.62
110.	Frederick Raymond Wilson, Jr.	42.46	34.81
111.	Lavonne Moore Spence	5.68	4.66
112.	Randall Wilson Hewitt	61.65	
113.	Nathan C. Skains	44.35	40.38
114.	Mark Aaron Hust	63.85	57.36
115.	Todd White King	26.84	22.01
116.	Modular Sciences Inc.	2.50	
117.	James William Crosland	24.48	20.40
118.	James William Crosland	56.55	51.37
119.	David Wayne Umphlett	3.85	8.16
120.	Rebecca Lee Fish	70.32	63.60
121.	James John Andersen, Jr.		47.20
122.	Calvin Harris	95.31	78.15
123.	Hilda Pell Forehand	19.41	16.18
124.	Brian Arthur Daugherty	9.30	
125.	Stephanie V. Waterfield	17.38	14.48
126.	Stephanie V. Waterfield	18.65	15.54
127.	Richard Nan Johnson	36.16	
128.	Nathanael G. Buxton	47.85	
129.	Gracie King Lee	36.96	30.80
130.	Brent Robert Thornton	21.24	17.70
131.	Emma Hodge Knight	6.58	5.48
132.	Margaret Catherine Rogers	93.65	
133.	Douglas Wayne Hammond	94.30	
134.	Cathy Austin Buchanan		45.96
135.	Vincent Lamont Hamilton	65.20	
136.	William Arlo Temple, III	63.79	
137.	Rena Old Clark	10.40	
138.	Gerald Neal Lindsay	51.65	
139.	Phylis Barbara Caramanio	28.60	23.46
140.	Cecil A. Stewart, III	41.91	
141.	Salvador Jose Rullan	24.75	

142.	Shawn M. Riddick	48.94	40.78
143.	Salvador Rullan	5.14	
144.	Peter Lawrence Beavis	46.37	
145.	Peter Lawrence Beavis	38.59	
146.	Salvador Jose Rullan	97.63	
147.	Salvador Jose Rullan	12.86	
148.	Earl Ray Bonner	66.80	59.78
149.	Earl Ray Bonner	30.75	35.22
150.	Doris Crutch Stokley	5.62	4.68
151.	Joshua James Harris	18.05	19.80
152.	Nanette C. Turner	10.32	8.60
153.	Teresa Gibbs Moore	12.15	
154.	Steven George Schaffer	50.35	
155.	Michael Victor Mauro	6.08	
156.	Diane M. Yaglowski	29.95	
157.	Andrew Richard Poulin	21.10	22.30
158.	Brandy Smith	19.14	
159.	Nicole Fontaine Macaulay	19.98	16.38
160.	William Stevenson Ferguson, III	74.00	
161.	Brandon W. Critchfield	92.25	
162.	Amber Elise Farina	51.95	
163.	Amanda Lynn Meadows	37.92	

Refunds:

1.	Christopher Chad Smith	76.37	68.64
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The following requests for release or refund of the solid waste availability fee have been approved by the Tax Administrator:

OWNER'S NAME	PARCEL ID NUMBER	REASON FOR RELEASE
Birble Williams	P134-38	Unoccupied for five years

5. APPROVAL OF PROJECT BUDGET FOR SOUTH PARK SPORTS COMPLEX:

The Board considered a recommendation from the Finance Committee to approve the budget for the South Park Sports Complex totaling \$1,599,450. The PARTF grant request was in the amount of \$500,000 and the remaining \$1,099,450 local match will be split between Pasquotank County and Elizabeth City.

Motion was made by Matt Wood, seconded by Bill Trueblood to approve the project budget for the South Park Sports Complex totaling \$1,599,450.

Discussion followed and Commissioner Jeff Dixon asked if the city has approved its portion of the budget. County Manager Randy Keaton responded that the city has approved its share and the county's portion will be roughly \$550,000 and a portion of the county's share is budgeted in the capital reserve fund. He said there has also previously been discussion about using a portion of the county's share of occupancy tax proceeds once the county has fulfilled its commitment to the Arts Council since this project would generate tourism. He stated that the county's share could span two budget years. He added there is also an opportunity to apply for other grants as well as sell advertising to supplement the PARTF grant.

Chairman Perry asked if the complex would have sufficient parking. Mr. Keaton stated that the facility has not been designed and the number of parking spaces is yet to be determined.

Mr. Keaton noted that the PARTF grant funds cannot be used for a college field or semi-professional field, but must be a public facility.

The motion to approve the project budget carried by a five to one margin with Commissioner Stevenson voting against the motion.

6. APPROVAL OF FAMILY SUBDIVISION REQUEST FS08-02:

Planning Director Shelley Cox explained that Scarlett Reid Newbern is requesting to create a gift lot for a child in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. The property is located on Gumbridge Road in Nixonton Township and is zoned A-1. Approximately 212 feet of road frontage for the proposed parcel is provided on Gumbridge

Road which is a state-maintained road. The total lot area proposed is two acres for the gift lot and 17± acres for the residual tract. The grantor, Scarlett Reid, has owned this property since 1983 and is requesting to give a lot to her daughter, Sonja L. Hodges. Documentation has been provided that the plat qualifies as a family subdivision and Albemarle Regional Health Services has evaluated the site and determined that it is suitable for septic systems. Mrs. Cox stated that the application meets the minimum requirements for a family subdivision and staff recommends approval of the request.

Motion was made by Jimmie Harris, seconded by Jeff Dixon to approve Family Subdivision Request FS08-02 as presented. The motion carried.

7. REVIEW OF AMENDED SKETCH PLAN FOR DAVIS FARMS:

The Board considered the amended sketch plan for Davis Farms. Mrs. Cox explained that the property is on the north side of Pritchard Road at the intersection of Pritchard Road and Asturia Lane in Providence Township. The owner/developer is Waypoint Development and Hyman & Robey is the representative for this project. They are requesting amended sketch plan approval for Davis Farms consisting of 14 residential lots. The original sketch plan was approved last year and because of right of way issues and Pritchard Road not being improved with the Equestrian Estates development, the developers have chosen to amend the sketch plan and now show the access along existing roadways within the first phase of Equestrian Estates that has gone to final plat. The property is zoned R-35A residential and lot sizes are proposed to range from 43,000 square feet to 107,456 square feet. Under the current school districting, students generated from this development would attend Northside Elementary, Elizabeth City Middle and Pasquotank County High School. Providence Volunteer Fire Department provides fire protection for this area and the area is served by the Pasquotank County Water System. On-site septic systems are proposed to be utilized at this location and the area is totally within the 100 year flood plain with a six foot elevation required. Mrs. Cox stated that the Technical Review Committee reviewed the amended sketch plan on January 9, 2008 and the plat has been revised to reflect the changes requested during TRC. He said Greg Johnson, the county's engineering consultant, has expressed concerns regarding the ability to provide adequate drainage at this location and not negatively affect the existing 100 year flood plain. The entire site is within the AE zone and requires a flood elevation of six feet, however it appears that the highest existing elevation on the property is approximately four feet. Mrs. Cox said although they are concerned about the drainage, at sketch plan they do not receive any details as far as drainage provisions, and this is something that will need to be addressed at the preliminary plat. She stated that they are recommending approval of the sketch plan since the information that has been provided meets the minimum standards of the ordinance, however they would like to note their concerns about this site's ability to provide adequate drainage and those concerns would have to be addressed at the preliminary plat stage.

The Board asked questions and expressed concern regarding the access to the property. Assistant County Manager Rodney Bunch explained that the roads in Equestrian Estates are public roads dedicated to the public, however they are not yet DOT roads. He stated that the construction traffic on the roads could cause the roads to deteriorate and someone would have to make the repairs. Commissioner Trueblood compared this to the situation in Queenswood Subdivision where roads are coming apart due to construction traffic.

Commissioner Matt Wood asked if the Board approves the sketch plan whether the developer could begin any work on the project. Mrs. Cox explained that the sketch plan is just a conceptual layout of how they would like to develop the subdivision and it is not until the preliminary plat is submitted that they will receive hard details. She stated that staff is limited by the subdivision ordinance and must base their recommendations on whether the sketch plan meets the requirements within the subdivision ordinance. Mr. Bunch added that staff has expressed a lot of the concerns to the developer and the engineer, and they are very aware of them. He said the developer and engineer are trying to get the layout approved so they can go to the next phase which is preparing the preliminary plan and trying to address the concerns that have been brought to their attention.

Ms. Kim Hamby of Hyman & Robey explained that the developer wants to go ahead with this project because it is a completely separate piece of property from the Equestrian Estates property. She said the reason this was amended is because they thought Equestrian Estates was going ahead at the time. The original plat had lots fronting Asturia Lane as well as Pritchard Road and after they had received sketch plan approval they tried repeatedly to talk to the

developer of Equestrian Estates trying to get some of the right of ways dedicated. They were fully planning to do the improvements to extend Asturia Lane to Pritchard Road. Because there is not currently right of way, it is impossible to have access to connect to Pritchard Road. Ms. Hamby said a potential solution to the problem with construction traffic would be to have a temporary construction access off of Pritchard Road which is a state maintained road where they do have frontage. She said some sort of bonding situation to protect the existing roads could also be considered. She stated that they are also well aware of the drainage concerns and of the work that will be needed to address those concerns.

After further discussion regarding access;

Motion was made by Matt Wood, seconded by Marshall Stevenson to deny the amended sketch plan for Davis Farms due to concerns regarding access through the existing subdivision. The motion carried.

8. APPROVAL OF REVISED MEMORANDUM OF UNDERSTANDING FOR RURAL TRANSPORTATION PLANNING ORGANIZATION:

The Board considered the revised Memorandum of Understanding for the Rural Transportation Planning Organization as previously presented by Morgan Jethro of Albemarle Commission.

Motion was made by Bill Trueblood, seconded by Matt Wood to approve the revised Memorandum of Understanding for the Rural Transportation Planning Organization. The motion carried.

9. REPORT FROM COUNTY MANAGER:

County Manager Randy Keaton stated that earlier today the Board approved the \$2.4 million contract for installation of the raw water line and wastewater main for the reverse osmosis water plant. He said the permit was finally received from the state today for this project. He stated that all of the permits have now been received including the final authorization to construct from the Division of Water Quality.

Mr. Keaton stated that the Clerk has provided a PowerPoint presentation regarding the recent retreat. He said a hard copy as well as an electronic copy has been provided to each Commissioner.

10. REPORT FROM ASSISTANT COUNTY MANAGER:

Assistant County Manager Rodney Bunch reported that plans for two projects have been submitted to the county for review. A site plan for phase one of the aviation airport project has been received, and he, Shelley Cox, and Greg Johnson will be reviewing this plan in the very near future. An updated site plan for the RO plant has also been received which will be reviewed soon.

11. REPORTS FROM COUNTY COMMISSIONERS:

Commissioner Jeff Dixon asked the status of the jail project. Mr. Keaton stated that representatives from Monroe Construction and Brennan Associates met last week at the site and a lot of progress was made. He said another lengthy meeting was held later in the day with the attorney and the architect to discuss contract payments and inspection procedures. He stated that the engineers and contractor will meet this Thursday at the site to try to resolve all outstanding items which will allow completion of the plan for addressing the deficiencies. Sheriff Randy Cartwright said the proposal is for the contractor to get back to work next Monday. He noted that depending on the extent of the remedial work, it could take from six months to a year to complete the construction.

Commissioner Bill Trueblood reported that an interesting meeting was held with the hunters last week to discuss the hunting dog issue. Vice-Chairman Marshall Stevenson stated that a lot of discussion was held and several suggestions were made that the hunters will be considering. He said another meeting is planned for March 18th.

Chairman Perry reported that he attended a program at the Cooperative Extension Service last week and spoke to the group regarding things that have happened in the county during the previous year. He said as the North Carolina Association of County Commissioners celebrates its 100th anniversary, they are encouraging counties to be active in celebrating 100 years of county service by getting out the message on what counties are doing.

Chairman Perry said he was pleased to participate in the Teaching Fellows interview process this past weekend. He stated that he observed that all of the students interviewed were very well prepared and knowledgeable about current events and civic duties.

Chairman Perry asked that those who would like to attend the NACo Annual Conference in Kansas City notify the Clerk so that arrangements can be made.

Chairman Perry asked if there was any further business to come before the Board. There being no further business, he asked for a motion to adjourn the meeting.

Motion was made by Jeff Dixon, seconded by Jimmie Harris to adjourn the meeting. The motion carried and the meeting was adjourned at 8:30 PM.

CHAIRMAN

CLERK