

**PASQUOTANK COUNTY, NORTH CAROLINA  
FEBRUARY 9, 2007**

The Pasquotank County Board of Commissioners held the first session of a retreat on Friday, February 9, 2007 at the First Colony Inn, Nags Head, North Carolina.

**MEMBERS PRESENT:** Cecil Perry, Chairman  
Lloyd Griffin, III, Vice-Chairman  
Matt Wood  
Bill Trueblood  
Marshall H. Stevenson, Jr.  
Jeff Dixon  
James G. "Jimmie" Harris

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Asst. County Mgr. for Planning & Econ. Dev.  
R. Michael Cox, County Attorney  
Sheri Bulman, Finance Officer  
Shelley Cox, Planning Director  
Lynn Scott, Assistant Clerk  
Gregory Johnson, PE - Patton Harris Rust & Assoc.  
Mike White, PE – Patton Harris Rust & Assoc.

The retreat was convened at 1:00 PM at the First Colony Inn. Mr. Gregg Johnson, PE with Patton Harris Rust & Associates gave a presentation on stormwater drainage. Members of the Board, along with staff, discussed planning and development issues.

Staff recommended giving Shelley Cox, Planning Director, the authority to utilize Gregg Johnson for third party review when she deems necessary.

Motion was made by Bill Trueblood, seconded by Marshall Stevenson to allow Shelley Cox, Planning Director, to utilize the engineering services of Patton Harris Rust & Associates when she deems necessary for third party review. The motion carried unanimously.

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

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CHAIRMAN

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ASSISTANT CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA  
FEBRUARY 10, 2007**

The Pasquotank County Board of Commissioners held the second session of a retreat on Saturday, February 10, 2007 at the First Colony Inn, Nags Head, North Carolina.

**MEMBERS PRESENT:** Cecil Perry, Chairman  
Lloyd Griffin, III, Vice-Chairman  
Matt Wood  
Bill Trueblood  
Marshall H. Stevenson, Jr.  
Jeff Dixon  
James G. "Jimmie" Harris

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Asst. County Mgr. for Planning & Econ. Dev.  
R. Michael Cox, County Attorney  
Sheri Bulman, Finance Officer  
Lynn Scott, Assistant Clerk

The retreat was re-convened at 8:30 AM at the First Colony Inn. Members of the Board reviewed last year's goals and established new goals and priorities.

The Board considered approval of a starting salary above the hiring rate for a clerk in the planning office. It was recommended by staff that she begin at Grade 12, Step 4.

Motion was made by Matt Wood, seconded by Jeff Dixon to increase the starting salary for the clerk position in the planning office to Grade 12, Step 4. The motion carried unanimously.

The retreat was adjourned at 12:15 PM.

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CHAIRMAN

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ASSISTANT CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA  
FEBRUARY 19, 2007**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, February 19, 2007 in Courtroom C in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Asst. County Mgr. for Planning & Econ. 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. The Rev. Elsie Cole, Pastor of St. James AME Zion Church, gave the invocation and Vice-Chairman Lloyd Griffin led in the Pledge of Allegiance to the American Flag. Chairman Perry welcomed everyone present.

**1. INTRODUCTION OF NEW POSTMASTER:**

Chairman Perry welcomed and introduced to the Board Ms. Kesha Holifield, the new Elizabeth City Postmaster. He stated that Ms. Holifield is the first female Postmaster for Elizabeth City and is also an African American. Ms. Holifield explained that the Postal Service is improving in many directions. She said the Ehringhaus Street Post Office had a facelift shortly after she arrived. She noted that there are some mail delivery issues they are aware of and are working on. She said the unveiling of the first Ella Fitzgerald stamp was held at Elizabeth City State University last week. She stated that the Postal Service plans to have more positive programs in the future and she would like to invite the community to participate in these programs.

**2. PRESENTATION BY PASQUOTANK COUNTY YOUTH COUNCIL:**

Chairman Perry recognized Dr. Travis Burke, Cooperative Extension Director, who gave a brief history of the Pasquotank County Youth Council. He said the Youth Council was sanctioned by the Board of Commissioners and the City Council. The youth who comprise the council were selected last year from the high schools and the middle schools in the county. They are about to complete their first year and have been working together on a presentation which includes ideas, thoughts, and trends the Youth Council has developed over the past few months.

Dr. Burke called on Lucas Wood, President of the Youth Council, who explained that last November the Youth Council sponsored a countywide mock election in the county in which three schools participated. He said the purpose was to promote awareness of local elections. He stated that they also met with the Board of Elections to share what they had learned. Mr. Wood stated that the Youth Council would tonight like to make a presentation on issues concerning teens in Pasquotank County today.

Kayla Hughes stated that the youth like the college and high school enrollment in Pasquotank County because they offer many opportunities. She said the partnership between community colleges and high schools allows students the opportunity to begin a college degree while in high school. She stated that for a small community Pasquotank County is fortunate to have three institutions of higher learning: Elizabeth City State University, Roanoke Bible College, and College of The Albemarle. She said there are many extracurricular activities in both public and private schools including sports and various clubs. She noted that some people do not feel there are adequate activities for young people, however it depends on the types of things in which they like to become involved. Miss Hughes added that the Downtown Elizabeth City beautification project is a positive future for the area and the new museum has become involved in creating activities and re-creating historical events. She said the arts are growing in Pasquotank County and upon the completion of the downtown theater, more people will be attracted to Pasquotank County.

Millie Griffith explained that each year North Carolina spends \$2.5 million to prevent teen pregnancy, but spends \$312 million to deal with the effects of teen pregnancy. She stated that these numbers should be more balanced. She pointed out that Pasquotank County's teen pregnancy rate is 91 in every 1,000 teens and there are 135 teen girls currently pregnant in Pasquotank County. She stated that this number is 56% higher than the state average. She said the State Board of Health has indicated that there are many cases of sexually transmitted diseases not documented, however Pasquotank County has two times the state average for some STD's, and teens make up 18% or more for most of these STD's. Miss Griffith said the youth want better sex education in the schools, more information, and a place for teens to go.

Caitlin Gilroy stated that Elizabeth City is full of small business opportunities, but the Youth Council feels there should be more. She said businesses like the new Super Wal-Mart are major economic additions to the community. She asked however whether this will get the "Harbor of Hospitality" image across to visitors. She explained that by promoting small business entrepreneurship, it would be creating a small town feeling for visitors, but would be making it clear to the youth of the area that they could come back to the area one day and feel comfortable opening their small businesses in Elizabeth City. She said the Youth Council has also noticed how the city is lacking in activities for children when they are not participating in school functions. To aid in this problem, the youth of this county propose that they form partnerships with the Board of County Commissioners and with local organizations such as the YMCA, Parks & Recreation Departments, and Museum of the Albemarle to create activities and events that will cater more to adolescent interests.

Dr. Burke thanked the Board for giving the Youth Council an opportunity to share their report. He said the issues they discussed came up during some brainstorming sessions. He stated that several other issues came up, however once they were prioritized, these are the issues that came to the top of the list. He said one of the things the Youth Council would like to do is to try to implement a page program in the county with the Board of Commissioners and county government so that they can learn more about local government operations and civic engagement. He stated that research shows that youth who participate in government activities are more apt to become involved once they become adults. He noted that there are about 15 to 20 of these youth councils statewide. At the annual extension conference which will be held in March, the presentation made tonight was submitted as one of the proposed presentations for the training conference. Dr. Burke said this program was selected, so this information will be shared with other extension personnel throughout the state. It was noted that the Youth Council will also present this program to the City Council. The Board thanked the Youth Council for their presentation.

### **3. DISCUSSION REGARDING JUNK CARS IN THE COUNTY:**

Chairman Perry recognized Mr. Dan Wendell of 411 Pineview Drive who requested to address the Board regarding junk vehicles and equipment throughout the county. Mr. Wendell stated that he moved back to Pasquotank County in 2005. He said the number one problem with junk cars in the county is the effect on property values. He said nobody has the right to devalue another person's property. He stated that there are a lot of junk vehicles sitting on Okisko Road and Horseshoe Road and these vehicles are leaking fluids such as gas, oils, transmission fluid, and antifreeze that contaminate air and drinking water. Mr. Wendell said he is not happy with the way the junk car situation is being addressed and he has contacted television stations and the EPA to show them what is going on. He stated that he has been advised that the county has been responsible for removal of 350 junk cars, however he cannot see where they have been picked up from. Mr. Wendell stated that the EPA will probably be asking some questions.

Mr. Billy Mercer stated that he has lived in Pasquotank County for 31 years and has seen the cars and scrap steel that Mr. Wendell has referred to and he does not consider them as eyesores. He said when people own and pay taxes on land they should be able to do what they want to do with their land. He stated that a lot of people are moving into this area who want to tell everyone else what to do. They ride around the community and burn fossil fuels and pollute the air that he breathes to worry about someone else's business. Mr. Mercer said he has enough business of his own to tend to without worrying about everyone else's problems. He stated that he farms and helps produce food for the world. He said he uses a lot of scrap steel to build his equipment. He stated that he has pulled equipment out of the woods and made it work and he takes pride in this. He said he also helps the community by donating food to the Food Bank.

Mr. Allen Weeks stated that he is a lifelong resident of Pasquotank County and has been farming in the Weeksville area for over 30 years. He said a lot of his equipment sits around until he has a need for it. He explained that the farming business can change from one year to another and

some equipment that is used one year might not be used the next year because of field conditions or adverse weather conditions. He said that every piece of equipment that sits around is not junk. He noted that sometimes he buys used equipment at auction and uses parts from it to keep his equipment going. Mr. Weeks stated that farmers are trying to make a living farming and producing food for the world and he asked that they not be made to suffer.

Mr. Doug Mercer explained that he has been a lifelong resident of Pasquotank County for nearly 61 years and he is a farmer. He stated that he owns land and pays taxes on his land and he feels it is a shame when outsiders come into the area and try to tell residents what they can do with their own property. He suggested if newcomers do not like what they see they can go back to where they came from.

Ms. Linda Mercer stated that one man's trash is another's treasure. She said sometimes a vehicle is parked and is brought back out later and put on the road. She questioned why someone spends the time to ride around three or four counties to stir up trouble for other people. Ms. Mercer said if one of her neighbors had something that offended her, she is quite capable of speaking for herself and she would go to that neighbor and try to resolve the issue before seeking help from other sources. She stated that Mr. Wendell appears to spend a lot of time burning fuel and polluting the air. She said she thinks all of this is so unnecessary. She questioned why he would move to Pasquotank County in the first place if this is such a bad area to live in.

Mr. Leary Swain stated that he buys a lot of equipment that stays in a field until someone has a need for it and it can sometimes sit there for a couple of years until he gets a call for it. He said a lot of the stuff some people call junk is not junk because there is a use for it.

**4. REQUEST FROM MR. RONALD MCGHEE:**

Chairman Perry recognized Mr. Ronald McGhee who asked assistance from the county to get the culvert pipes near his house cleaned out. He said they are over three-fourths stopped up now and he would like to have them unstopped and washed out so that he can live there long enough to find another place to move. Chairman Perry asked the Assistant County Manager to take a look at the pipes.

**5. APPROVAL OF AMENDMENTS TO THE AGENDA:**

Chairman Perry asked if there were any amendments to the agenda. The following items were added to the agenda:

*a. Approval of Lease of Cleaning Equipment for New Buildings*

Commissioner Wood said the Finance Committee, at its meeting today, recommended the approval of a proposal submitted by Mickey's Sales and Service for the lease of cleaning equipment for the new buildings, the Health and Social Services Building, the Courthouse, and the Cooperative Extension Center. The total cost for leasing the equipment over a five year period is \$1,366.03 per month before tax.

Motion was made by Matt Wood, seconded by Bill Trueblood to approve the proposal submitted by Mickey's Sales and Service for the lease of cleaning equipment at a cost of \$1,366.03 per month excluding taxes over a five year period. The motion carried by a six to one margin with Commissioner Stevenson voting against the motion.

*b. Approval of Housekeeping Staff Proposal for New Buildings*

Commissioner Wood stated that the Finance Committee has recommended the hiring of additional housekeeping staff for the new library and public safety building. There are currently two vacant positions in the housekeeping staff and six new positions have been requested. Commissioner Dixon said it was recommended at the Finance Committee meeting that the six new positions be approved, but that the two vacant positions be eliminated. Commissioner Stevenson asked what this will cost the taxpayers per year. The County Manager responded that the six new positions, not taking into consideration the two positions that will be eliminated, will cost approximately \$143,000 annually.

Motion was made by Jeff Dixon, seconded by Bill Trueblood to approve the hiring of six additional housekeeping positions, but to eliminate two currently vacant positions for a net of four positions. The motion carried by a six to one margin with Commissioner Stevenson voting against the motion.

c. Approval of Purchase of Furniture for New Buildings

Commissioner Wood said the Finance Committee reviewed a proposal for the purchase of furniture for the new library and public safety building. The County Manager said the total furniture budget for both buildings is approximately \$451,000 which includes the shelving for the library that has already been approved. Commissioner Stevenson requested that the furniture purchase for the library and public safety building be voted on separately. The County Manager stated that the budget breakdown is \$240,000 for the library and \$211,000 for the public safety building.

Motion was made by Matt Wood, seconded by Jeff Dixon to approve a not to exceed furniture budget for the new library of \$240,000. The motion carried by a six to one margin with Commissioner Stevenson voting against the motion.

Motion was made by Bill Trueblood, seconded by Jimmie Harris to approve a not to exceed furniture budget for the public safety building of \$211,000. The motion carried unanimously.

d. Approval of Purchase of Wade's Point Tower from Dominion Power

Commissioner Wood said another item to be added to the agenda is approval of the purchase of a surplus tower at Wade's Point from Dominion Power. The County Manager said the cost of the tower is \$75,000 which also includes the two and one-half acres of land on which the tower sits. He explained that there are dead spots for EMS communications in the lower portions of Pasquotank and Camden Counties and the tower will improve the EMS communications for these areas. He explained that an evaluation of the tower has been performed which indicated that it is in very good structural condition.

Motion was made by Matt Wood, seconded by Jeff Dixon to approve the purchase of the Wade's Point tower from Dominion Power for \$75,000. The motion carried unanimously.

e. Request to Move Computer Equipment

Commissioner Wood said the last item to be added to the agenda is a request to move the computer equipment that is located at Commissioner Harris' desk during Commissioner meetings.

Motion was made by Matt Wood, seconded by Jimmie Harris to direct staff to remove the obstruction in front of Commissioner Harris' desk before the next Commissioner meeting if possible; if not removed before the next meeting, staff should bring back a plan at the next meeting for its removal. The motion carried unanimously.

**6. CONSIDERATION OF PRELIMINARY PLAT FOR QUEENSWOOD SUBDIVISION, PHASES 8 & 9:**

The Board considered the preliminary plat for Queenswood Subdivision, Phases 8 & 9 consisting of ninety lots within Queenswood Subdivision. The plat was tabled from a previous meeting due to questions concerning the drainage plan for the new lots. Engineer Sean Robey explained that the Board requested several months ago that they re-investigate the drainage around the Queenswood Subdivision and report back to the Board. Mr. Robey stated that tonight's report is to follow up and share the information they have ascertained during their investigation. He said the comments came forward when the preliminary plat for Queenswood was brought forward for review by the Board of Commissioners. During that time Mr. Ronald McGhee, who is a property owner downstream of the Queenswood Subdivision, came forward and indicated that he had had some drainage problems and he felt like they were associated with the development of Queenswood.

Mr. Robey stated that his study of the drainage encompassed the entire 3,500 acre Halls Creek tributary number one in order to determine the effects on Queenswood. He said Queenswood constitutes approximately 300 acres of the 3,500 acre tributary. He stated that they went back to 1999 and looked at Queenswood prior to any of its development and then looked at it fully developed to determine the overall impact of the development of the subdivision. With the development of the Queenswood Subdivision the runoff number for the tributary is only about one-half of one point more than it was before the development of Queenswood. Mr. Robey presented modeling information that incorporated watershed data from the state as well as his survey results. He said they looked at a 10 year storm and a 100 year storm to determine the

pre-development conditions as well as the post-development conditions in the area. He said he determined that in a 10 year storm event an additional two inches of water would be put on the McGhee property as a result of the development of Queenswood, and in a 100 year storm an additional four to five inches would be put on the McGhee property. Mr. Robey stated that there has been some downstream impact to the McGhee property with the development of Queenswood Subdivision, and this impact was from previously designed sections of Queenswood. He said they looked at potential options to mitigate this increase in water and found that by adding a 43" x 68" elliptical culvert at Blount Road, it would actually drop the water surface elevation in a 10 year storm at the McGhee property to about 2.5 inches below what it was pre-development of Queenswood. In a 100 year storm, the additional culvert would lower the water surface elevation to just below what it was pre-development of Queenswood. Mr. Robey said he is comfortable in recommending that an additional culvert be placed at this location. He stated that he had contacted the Department of Transportation to inquire as to the possible placement of the culvert and was advised that DOT has a recommendation on file to replace and upsize the culverts when they have reached degradation to the point they are no longer serviceable. He asked DOT if the developers were to work with DOT and contribute funds toward replacing the culverts if DOT would participate with the developers. He said DOT is considering, with the participation of Queenswood developers, possibly re-doing the entire crossing. He stated that in the meantime DOT has indicated that it would allow Queenswood developers to install another culvert crossing at Blount Road under an encroachment agreement.

Mr. Robey said this still does not answer the questions regarding what happened with Tropical Storm Ernesto and why the McGhee's had water on their property to the extent they did. He said that 12.56 inches of rain fell between August 29 and September 1 which was a 200 year rainfall event for this area. He noted that given the amount of rainfall, the finish floor elevations of the house, and the ground elevation outside the house, when they calibrated their models, they could not get water to rise to the level that the McGhee's have indicated they had. He said they concluded that it took something other than the twelve inch rainfall to produce those results. He stated that they did their best to try to determine why the flooding occurred and looked at culverts and went into the swamps. He noted they found that a driveway culvert at 574 Blount Road was blocked which might have possibly contributed to the flooding. The culvert has since been replaced. He provided pictures taken in the swamp within 100 yards downstream from the culvert pipes under Blount Road in the main drainage channel of tributary one for Halls Creek. He said there were downed trees throughout the channel which could have blocked the flow of water and could have possibly contributed to the flooding during Tropical Storm Ernesto. Mr. Robey said there could be other mitigating factors and to truly determine the total effects of Tropical Storm Ernesto, the study would probably have to include 7,000 or 8,000 acres.

Mr. Robey said with the design of Section 8 of Queenswood, some of the drainage area was eliminated that was previously going towards Body Road because 73 acres were drained into a ditch that exits from Queenswood Subdivision and carries water along the property line with the Pasquotank County Landfill. He stated that they also looked at the possible creation of detention ponds in section 8, and they looked at not only deepening the ditch on the southwestern corner of the property along the landfill to the outlet of tributary one, but also at deepening and widening the ditch that runs from the southwestern corner to the southeastern corner to see if water could be offloaded from Body Road. He said these improvements would only have lowered the water surface elevation by one inch and would not be feasible due to the number of property owners that would be affected by the deepening and widening of the ditch. They instead concluded that the additional culvert under Blount Road would benefit more property owners and would lower the water to pre-development conditions.

The county's drainage consultant, Engineer Gregg Johnson, stated that no drainage model is perfect, however Mr. Robey's model is a good representation of the drainage basin. He said that Mr. Robey concluded that the flow from the area of Queenswood has increased with development and he concurs. He said the report recommends that a third pipe be installed at Mr. McGhee's house at the Blount Road and Body Road intersection to mitigate the increase in flow. He said he also concurs with Mr. Robey's conclusion that the extra culvert will decrease the stormwater elevation at Mr. McGhee's house to a level that would have been expected before the development of Queenswood. Mr. Johnson said the relative differences between the pre and post conditions addressed his concerns about the increased impervious area in Queenswood. He stated that he believes the overall study makes sense and he believes the results are believable and the evidence supports that.

Mr. Wayne White stated that he was the last farmer to tend the property where Queenswood is being developed. He explained the drainage patterns for the property and said in the last two or three years he has seen a big difference in the amount of water they are trying to get rid of. He said however when there is a twelve inch rainfall, enough ditches cannot be dug to handle the water.

Commissioner Matt Wood stated that the drainage for a preliminary plat has never before been studied so thoroughly, but at some point the Board needs to make a decision. He suggested that the Board take the recommendations of the engineers who have been hired by the developer and the county to study the drainage. He said the approval of Phases 8 & 9 of Queenswood should however be contingent upon installation of the additional culvert under Blount Road as recommended by the engineers.

Planning Director Shelley Cox added that the North Carolina Department of Transportation has recommended the installation of turn lanes for both entrances along Body Road into Queenswood Subdivision. She said DOT will accept a bond for the installation of the turn lanes with the stipulation that the turn lanes be installed within the next few months. The bond would be 100% of the cost of the installation. Ms. Cox stated that she would recommend that the final phase which is Phase 9 not be allowed to go to final plat unless all of the turn lane improvements are constructed.

Motion was made by Matt Wood, seconded by Bill Trueblood to approve the preliminary plat for Queenswood Subdivision, Phases 8 & 9, contingent upon the installation of an additional 43" x 68" elliptical culvert under Blount Road before submittal of the final plat for Phase 8, and contingent upon the installation of turn lanes at each entrance along Body Road into Queenswood Subdivision before submittal of the final plat for Phase 9.

Discussion followed and Commissioner Stevenson said he still feels consideration should be given to cleaning out the back ditch and he hopes this could be a part of the motion. Commissioner Wood said he heard the engineers indicate that this would not be worthwhile. Mr. Robey stated in order to clean out the ditch which he has shown would have very little, if any, positive impact on the McGhee property, would require obtaining easements from adjoining property owners. He added that the maximum benefit he saw was a lowering of the water surface elevation by only one inch.

The motion carried by a five to two margin with Commissioners Griffin and Stevenson voting against approval of the preliminary plat.

**7. CONSIDERATION OF PRELIMINARY PLAT FOR TWINTREE SUBDIVISION:**

The Board considered the preliminary plat for Twintree Subdivision consisting of five lots at the intersection of Peartree Road, Ham Overman Road and Blount Road. Mr. Eddie Hyman of Hyman & Robey said the original approval was rescinded due to concerns regarding drainage impacts. Mr. Hyman said the additional requirements and drainage studies and calculations have been provided to the county's drainage consultant who has approved the plan. Ms. Shelley Cox said the original approval was given by the Board in January, but was later revoked because of concerns by Environmental Health as to whether the lots could perk and what could be done to make them perk. She stated that Mr. Ralph Hollowell, Environmental Health Director, has been extensively reviewing this project and has advised that he will allow provisional on-site septic systems which will be raised systems. The raised systems will change the drainage for the subdivision somewhat. Ms. Cox stated that Mr. Mike White with Patton Harris Rust & Associates has reviewed the revised drainage plan and has recommended approval of the preliminary plat.

Motion was made by Matt Wood, seconded by Jimmie Harris to approve the preliminary plat for Twintree Subdivision. The motion carried unanimously.

**8. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of February 5, 2007 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.	Charles F. & Kim Gibson	107.00	
2.	Dana Louise Ford	112.13	98.44
3.	Angie Powers Swimme	134.73	
4.	Scott R. Hardwick	104.06	91.72
5.	Charlie W. & Nellie F. Temple	427.16	
6.	Morial Dorian Spence	209.33	
7.	Jane A. Culpepper	294.72	245.60
8.	Steven P. & Amy R. Fyffe	337.92	281.60
9.	Jay Thomas Foster III	143.72	
10.	Charles Mark Taylor	162.04	134.24
11.	Addie E. Morgan	153.97	127.81
12.	Michael C. Ackermann	146.58	121.92
13.	Tammara Sharmaine Foster	127.68	106.84
14.	Troy D. & Claudette H. Gillard	114.42	
15.	Randal Wayne Ferguson	211.93	
16.	Lee K. & Sarah G. Andrews	936.44	
17.	William Earl Winslow, Jr.	221.95	
18.	Sinclair Leasing Co.	482.74	
19.	Ellen E. (Lacy) Greene	208.80	
20.	Nicholas Giaculli	101.28	89.40
21.	Scot Evan McCaffery	159.85	132.50

Refunds:

1.	Barry C. & Joy A. Danforth	316.48	
2.	Phillip B. Mackey	373.98	311.65
3.	John H. & Rosa Mackey Lf Est	373.98	311.65
4.	Floyd & Hazel Spellman	239.52	199.60
5.	Haskett Construction Co. Inc.	683.48	516.40
6.	James Garner & Alison Smith Robertson	380.16	316.80
7.	Robin S. & Kathryne A. Heckathorne	213.36	177.80
8.	Robin S. & Kathryne A. Heckathorne	153.01	122.05
9.	William M. Sr. & Rosa Leary Northwood	193.88	161.57
10.	Cynthia Lynette Stone	208.80	

c. Approval of Budget Amendments

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

Water

Increase	060.0240.4380.14	CDBG-05-E-1412 (Waste Water Line)	432,000.00
Increase	060.7140.5594.01	Waste Water Line	432,000.00

Jail Project/Capital Reserve

Decrease	042.4320.5194.00	Engineering	626,379.00
Decrease	042.0700.4981.21	Capital Reserve Transfer	626,379.00
Increase	021.0991.4991.00	Fund Balance Appropriated	626,379.00
Increase	021.8200.5960.01	Capital Reserve	626,379.00

Emergency Management

Increase	010.0600.4433.04	Surry Nuclear Plant	2,800.00
Increase	010.4330.5500.00	Capital Outlay	2,800.00

Sheriff

Increase	010.0600.4930.00	Insurance Proceeds	3,397.00
Increase	010.4310.5353.00	Maintenance-Vehicle	3,397.00

Emergency Medical Services

Increase	010.0600.4930.00	Insurance Proceeds	2,726.00
Increase	010.4370.5353.00	Maintenance-Vehicle	2,726.00

Public Buildings

Increase	010.0700.4981.21	Capital Reserve Transfer	204,500.00
Increase	010.4190.5500.03	Capital Outlay-Edgewood Center	204,500.00
Decrease	021.8200.5960.01	Capital Reserve	204,500.00
Increase	021.8200.5980.10	Transfer to General Fund	204,500.00

Non-Departmental

Increase	010.0700.4981.21	Capital Reserve Transfer	385,220.00
Increase	010.4195.5500.00	Capital Outlay	385,220.00
Decrease	021.8200.5960.01	Capital Reserve	385,220.00
Increase	021.8200.5980.10	Transfer to General Fund	385,220.00

Non-Departmental

Increase	010.0230.4370.00	State Grants	50,171.00
Increase	010.4195.5440.00	Contracted Services	50,171.00

Capital Reserve

Increase	021.0992.4991.00	Fund Balance Appropriated	622,000.00
Increase	021.8200.5980.40	Transfer to School Capital Projects	622,000.00

Friends of the Library

Increase	024.0991.4991.00	Fund Balance Appropriated	3,500.00
Increase	024.6110.5500.00	Capital Outlay	3,500.00

Commerce Park/Capital Reserve

Decrease	021.8200.5625.10	Commerce Park Reserve	412,299.00
Increase	021.8200.5980.10	Transfer to General Fund	412,299.00
Increase	010.0700.4981.21	Transfer from Capital Reserve	412,299.00
Increase	010.4920.5594.00	Commerce Park-Drainage/Sewer	412,299.00

Capital Reserve

Increase	021.0550.4836.00	Sale of Land- Commerce Park	507,125.00
Increase	021.0550.4839.00	Miscellaneous Revenue	1,500.00
Increase	021.8200.5625.10	Commerce Park Reserve	508,625.00

Schools

Increase	010.0991.4991.00	Fund Balance Appropriated	81,000.00
Increase	010.0230.4328.00	ADM Funds-PSBC	117,000.00
Increase	010.5910.5636.01	Additional Funding	198,000.00

Capital Reserve

Increase	021.0700.4981.00	Transfer from General Fund	72,000.00
Increase	021.8200.5960.01	Capital Reserve	72,000.00
Increase	010.0991.4991.00	Fund Balance Appropriated	72,000.00
Increase	010.6600.5980.21	Transfer to Capital Reserve	72,000.00

*d. Approval of Additional County Match for Home and Community Care Block Grant Funds*

The Finance Committee has recommended approval of an additional local match of \$3,376 to match additional state and federal funds totaling \$30,380 for the home and community care block grant.

*e. Approval of Fee Proposal for 2007 CDBG Scattered Site Housing Application*

The Finance Committee has recommended approval of a fee proposal from Carolyn B. Morris, Housing Consultant, in the amount of \$3,500 to prepare the 2007 CDBG scattered site housing application for Pasquotank County.

*f. Approval of Request from Tourism Development Authority for \$5,000 for July 4<sup>th</sup> Fireworks Show*

The Finance Committee has recommended approval of a request from the Elizabeth City/Pasquotank County Tourism Development Authority to appropriate \$5,000 from Pasquotank County's allocation for the July 4<sup>th</sup> fireworks display. The current balance for Pasquotank County is in excess of \$40,000.

*g. Approval of Lease Renewal with Owens and Robertson for Medical Building*

The Finance Committee has recommended approval of a lease renewal with Owens and Robertson for the medical building for years 2007 and 2008. The rent for 2007 will be \$4,907 per month and the rent for 2008 will be \$5,005 per month.

Motion was made by Lloyd Griffin, seconded by Marshall Stevenson to approve the consent agenda as presented. The motion carried.

The following tax releases and refunds less than \$100 have been approved by the Finance Officer:

## Releases:

		<b>County</b>	<b>City</b>
1.	Christopher Jon Liou	61.74	54.25
2.	Teresa Mapp Jones	14.45	11.53
3.	Amy Lynn Hamlett	59.47	
4.	Ronald Lewis Franklin	13.01	10.84
5.	Cynthia Olsend Ashcraft	35.86	34.88
6.	Alfred Joseph Barber	41.71	33.27
7.	Michael Daren Odell	57.46	54.08
8.	Reubell W. Spruill	42.17	33.64
9.	Deborah Lynnette Clagon	6.77	
10.	Tuso Rivera	90.58	
11.	Johanna Renee Gibson	17.72	14.76
12.	Regina Hope Peterson	54.60	48.55
13.	Jason Terence Taylor	41.95	
14.	James Leroy Temple	66.20	
15.	William H. & Lillie Riddick	52.80	
16.	James Howard Brandt	3.84	
17.	James Howard Brandt	22.18	
18.	James H. Brandt	48.19	
19.	Josh George Reagan	60.91	55.76
20.	George Sullivan Laughmiller	10.84	
21.	Frances Loraine Jehoich	3.58	2.98
22.	Michele Mooring Cabell	68.21	
23.	Phyliss Godfrey Brooks	2.69	
24.	George Francis Craig	7.83	
25.	Paul Albert Lacher, Jr.	49.68	
26.	Jonathon Michael Shakespeare	72.16	
27.	Herman Lee Cox	20.30	
28.	Thomas Richard Winston	3.84	3.20
29.	Evron Young McLaughlin	5.13	4.09
30.	David Andrew Whidbee	4.29	3.42
31.	Preston & Darlene D. Golden	50.00	
32.	Martin Bruce Willadson	7.25	
33.	Larry McCleese Griffin	24.12	
34.	Larry McCleese Griffin	30.50	
35.	Hecter Claudia Moreno Pasadas	8.61	6.87
36.	Carolyn Jane Murray	34.80	
37.	Khareen James Rice	5.21	
38.	Jorge Edilberto Zuniga Flores	9.04	7.54
39.	Kandie Cabline Suttan	37.38	
40.	James Coy Morgan	73.73	66.44
41.	Richard Thurston Harvey	8.90	
42.	Richard Thurston Harvey	4.90	
43.	Kristi Renee White	26.67	21.28
44.	Choo Kok Yeng	11.27	
45.	Jeffrey Gail Lopez	53.80	44.84
46.	Ryan Eric Harris	24.14	20.12
47.	Christy Ann Beacham	55.80	
48.	Sheva Latonya Coleman	34.99	29.16
49.	Steven Gary Vonschmittou	16.88	13.46
50.	Richard Christopher Smith	34.32	33.60
51.	Jimmy Dee Barr	28.03	28.36
52.	Kalie Caroline Parker	53.88	
53.	Christopher Shane Hair	54.72	
54.	Henry H. Umphlett	10.16	
55.	Vincent Lamont Hamilton	70.03	
56.	CMH Homes, Inc.	96.00	
57.	Peter McClintock Curtice	30.53	25.44
58.	Helen Ward Wilson		102.40
59.	Paxton Lee Roberts	10.75	
60.	Ian Adam Bastek	57.60	48.00
61.	J. Michael Owens	23.57	
62.	Chris Andrew Busch	24.86	
63.	Jennifer Marie Ayers	27.93	23.28
64.	Jason Eugene Mistler	40.03	
65.	Jason Eugene Mistler	70.18	
66.	Alan Todd Keyes	87.98	

67.	Stacy Michael Overby	65.60	57.33
68.	Tracie Brown	1.65	
69.	Tracie Brown	24.34	
70.	Dollie Marie Liverman		66.00
71.	Betty Brown	41.02	
72.	Lakita Faye Riddick	14.43	12.02
73.	Aleene Jackson Davis		95.28
74.	Amanda Sue Kocher	68.98	62.48
75.	Mark B. Barnett	9.89	
76.	Marie Clark Fagans	15.29	12.20
77.	Jonathan Eichler	7.44	6.20
78.	Douglas David Howard III	80.50	

Refunds:

1.	Tracie Brown	42.89	
2.	Tracie Brown	54.40	
3.	Tracie Brown	47.12	

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
Cindy B. Sawyer	P120-178	Unoccupied for 10 years
Garnet & Marion Riddick	P89A-56	Unoccupied for 7-8 years

**9. APPROVAL OF FINAL PLAT FOR NEWBEGUN LAND, SECTION I:**

The Board considered the final plat for Newbegun Land Subdivision, Section I consisting of 35 lots in Newbegun Land Subdivision. Planning Director Shelley Cox explained that the property is zoned R-15 residential and lot sizes range from 31,900 square feet to 60,686 square feet. The developer has submitted a street maintenance bond as required in the amount of \$86,665.60. The paving has been completed, therefore an improvement bond was not required. In addition, water tap fees have been paid. Ms. Cox stated that on-site septic systems will be installed to dispose of wastewater and Albemarle Regional Health Services has issued a tentative approval of this project pending individual site improvement permits. She said during the analysis, staff noted that the applicant did not provide a driveway culvert installation plan and this is almost complete. The Water Superintendent has requested an as-built plan for the water lines that have been installed and the developer is working on this and will submit it when it has been completed. Ms. Cox pointed out that the plat includes a street name of "Rosendahl Terrace" and the 911 Director has indicated that he would prefer this name not be used because it could easily be confused with "Rosedale Drive", which is in the city. The developer has agreed to rename the road "Blimpview Drive".

Motion was made by Jeff Dixon, seconded by Marshall Stevenson to approve the final plat for Newbegun Land, Section I, contingent upon the developer changing of the name of "Rosendahl Terrace" to "Blimpview Drive", the developer providing a driveway culvert installation plan, and an as-built plan for the water lines. The motion carried unanimously.

**10. APPOINTMENT OF ASSISTANT CLERK TO THE BOARD OF COMMISSIONERS:**

The Board considered the appointment of Lynn Scott as Assistant Clerk to the Board of Commissioners to replace the County Manager who had previously been appointed as assistant clerk. This would allow Ms. Scott to sign documents on behalf of the county if the clerk is not available.

Motion was made by Lloyd Griffin, seconded by Jimmie Harris to approve the appointment of Lynn Scott as Assistant Clerk to the Board of Commissioners. The motion carried unanimously.

**11. COUNTY MANAGER'S REPORT:**

County Manager Randy Keaton requested that the Board hold a Closed Session at the end of tonight's meeting to preserve the attorney client privilege. He also reported that the first legislative conference call for managers was held recently. He stated that the majority of the call was a repeat of recent discussions regarding school construction and the phase-out of Medicaid. Mr. Keaton advised that a legislative conference call will be held every Wednesday at 4:30 PM

while the General Assembly is in session so that managers can receive updates on legislative issues.

**12. REPORTS FROM COUNTY COMMISSIONERS:**

Commissioner Stevenson reported that the Appointments Committee met today and voted to recommend the appointment of Commissioner Jimmie Harris to the Public Safety Committee to replace former Commissioner Hank Krebs.

Motion was made by Marshall Stevenson, seconded by Lloyd Griffin to appoint Commissioner Jimmie Harris to the Public Safety Committee. The motion carried unanimously.

Commissioner Jimmie Harris stated that the residents of the county are paying a \$107 solid waste fee and they cannot even discard their trash on Thursdays because the recycling centers are closed on Thursdays. He said since they are paying this fee they should be able to dispose of their trash any day of the week. Mr. Harris made a motion to reopen the recycling centers on Thursdays, however the Board suggested that the issue be referred to the Solid Waste Commission for discussion before any action is taken by the Board. Commissioner Wood said this would allow time to study the financial implications.

Commissioner Bill Trueblood reported that the Stormwater Management Committee will meet this Wednesday at 3:00 PM. He said Mr. Gregg Johnson will be at the meeting to give the presentation he gave at the Board Retreat. Commissioner Trueblood invited all Commissioners to attend the meeting.

Vice-Chairman Lloyd Griffin reported that the Albemarle Commission has begun the interview process for a new Executive Director.

Chairman Cecil Perry provided a list of meetings and events that he has attended including Hospital Board meeting, Jail Commission meeting, Water Committee meeting, Airport meeting, Retreat, ECSU stamp unveiling, and others.

The Clerk reminded the Board that all are invited to the Weeksville Volunteer Fire Department oyster roast scheduled for February 26 at 6:30 PM.

**13. CLOSED SESSION TO PRESERVE THE ATTORNEY CLIENT PRIVILEGE:**

Chairman Perry asked for a motion that the Board enter Closed Session to preserve the attorney client privilege.

Motion was made by Jimmie Harris, seconded by Bill Trueblood that the Board enter Closed Session to preserve the attorney client privilege. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Bill Trueblood, seconded by Jeff Dixon that the Board return to Regular Session. The motion carried unanimously.

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 Jimmie Harris, seconded by Lloyd Griffin to adjourn the meeting. The motion carried and the meeting was adjourned at 9:25 PM.

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CHAIRMAN

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CLERK