

**PASQUOTANK COUNTY, NORTH CAROLINA  
MARCH 20, 2006**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, March 20, 2006 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:** Cecil Perry, Chairman  
Lloyd E. Griffin III, Vice-Chairman  
Matt Wood  
Bill Trueblood  
John "Hank" Krebs  
Marshall H. Stevenson, Jr.  
Jeff Dixon

**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. Commissioner Matt Wood gave the invocation and Vice-Chairman Lloyd Griffin led in the Pledge of Allegiance to the American Flag.

**1. PRESENTATION OF THE ORDER OF THE LONG LEAF PINE TO CHAIRMAN CECIL PERRY BY REPRESENTATIVE BILL OWENS:**

Chairman Perry recognized and welcomed Representative Bill Owens. Representative Owens commended the Board of Commissioners, as well as county employees for their work in serving the citizens of Pasquotank County. He stated that he is in attendance at tonight's meeting to present an award from Governor Mike Easley. He said it is the highest award that is given to a civilian in North Carolina, the Order of the Long Leaf Pine. He presented the award on behalf of Governor Easley to Chairman Cecil Perry for his dedication to the people of Pasquotank County and his many years of work with the school system as an educator. Representative Owens explained that a lot of people had contacted his office and informed him that Chairman Perry is deeply appreciated in Pasquotank County and very deserving of this award. He congratulated Chairman Perry on receiving the award. Chairman Perry thanked Representative Owens for the award and the Board for its support.

Representative Owens updated the Board and answered questions regarding legislative issues and potential issues for the upcoming session of the General Assembly.

**2. PUBLIC HEARING ON REZONING REQUEST RR06-01 TO REZONE 53 ACRES ON HALSTEAD BOULEVARD EXTENDED FROM R-15A TO C-1 AND 87 ACRES FROM C-1 TO R-15A:**

Senior Planner Shelley Cox outlined Rezoning Request RR06-01 to rezone 53 acres on Halstead Boulevard Extended from R-15A to C-1, and 87 acres from C-1 to R-15A. She provided an aerial photo showing the location of the property. She said that according to the 1996 Land Use Plan which is currently the officially adopted plan, the parcels are mainly classified as rural with services. She explained that this plan was enacted prior to the bypass plan being enacted and the development of the Halstead connector, and therefore the 1996 plan does not give a good reflection of the land uses that are currently projected with the development of the connector. Ms. Cox stated that the draft Land Use Plan projects primarily commercial growth for the 87 acres requested to be rezoned, and the 53 acre tract is split between the commercial and mixed use categories with some medium to high density residential use. She said the majority of the area, an estimated 50 acres of the 87 acres proposed to be rezoned from C-1 to R-15A, is a former borrow pit which will be used for stormwater retention. She noted that it is anticipated this area will be annexed by the City of Elizabeth City and developed under the city's zoning regulations. Ms. Cox stated that the Planning Board reviewed this rezoning request at its meeting on February 23 and unanimously recommended approval. She added that the County Manager and Assistant County Manager met with the City Manager and City Planning Director to discuss this rezoning request and the City Manager indicated that he had no issues with the

request as the city has an agreement with the developer to accept zoning classifications for the property upon annexation.

Chairman Perry declared the meeting to be a public hearing on Rezoning Request RR06-01 and asked if anyone would care to comment on the rezoning request. At the absence of comments, the public hearing was closed and Chairman Perry asked for comments from Commissioners.

Motion was made by Hank Krebs, seconded by Bill Trueblood approve Rezoning Request RR06-01 as presented based on staff comments and discussions with the city. The motion carried unanimously.

**3. AMENDMENTS TO THE AGENDA:**

Chairman Perry asked if there were any amendments to the agenda. It was requested that the following items be added to the agenda: 1) Selection of an engineering firm for stormwater reviews; 2) Approval of request for funds from Redevelopment Commission; 3) Approval of funding for COA addition; 4) Proposal to accept offer to purchase property off of Mill Pond Road; 5) Approval of Mental Health audit; and 6) Adoption of resolution approving fire district maps.

Motion was made by Bill Trueblood, seconded by Hank Krebs to approve the amendments to the agenda as presented. The motion carried unanimously.

**4. APPROVAL OF CONSENT AGENDA:**

The Board considered the consent agenda. It was requested that consent agenda items 7F, *Approval of Increases in Planning and Building Inspection Fees*, and 7D, *Approval of Bid for Purchase of Fire Truck*, be removed from the consent agenda and considered separately. It was also requested that the six amendments to the agenda be added to the consent agenda. The consent agenda is as follows:

a. *Approval of Minutes of February 20 Commissioner Meeting*

b. *Approval of Tax Releases and Refunds*

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

		County	City
1.	Stephen J. Kish	131.84	
2.	Patrick Joe Quinn	104.41	
3.	Branden Dane Rosser	138.10	115.15
4.	The Bradford Corp.		154.01
5.	Randall Kyle Watkins	194.88	
6.	Thor William Wentz	114.74	101.52
7.	Harlon Ansley Parchment, Jr.	396.14	
8.	Denesia Lynn Spence	182.70	
9.	Charles E. & Barbara Hardy	254.71	
10.	Natalie Chewing Mauro	148.51	
11.	Kristin Anne Hull	168.59	
12.	Jon Kaenan Hunt	150.78	125.27
13.	Mark Gerard Stewart	154.90	
14.	Henry Albert Brandt	153.89	127.74
15.	Natalie Felecia Lewis	130.45	109.05
16.	Billie Reid Winslow		122.79
17.	Paul Mathew Denton	401.52	
18.	Christopher George Wood	205.63	
19.	John Thomas Tracy	356.73	
20.	Aleen Jackson Davis		181.34
21.	Lochaune Twenet Alexander	137.68	114.81
22.	Nyla Vertell Williams	120.57	98.93
23.	Barry Jackson Hardison	123.06	
24.	Aaron Joseph Comeau	219.74	
25.	Wesley Hyatt Hester	119.87	
26.	National Service Corp.	149.13	116.18
27.	Freedom W. Shaw	115.08	
28.	Tyrone Levine Palmer	100.30	85.00
29.	Wyatt W. Kraft	124.27	
30.	David Kevin Mann	113.48	

31.	Mindy M. Harmon	138.60	115.55
32.	Michael Ray Bowling	166.91	
33.	Gordon Bruce Oliver	217.24	

Refunds:

1.	Patrick Joe Quinn	146.80	
2.	Berroll & Mattie Jennette	105.93	

c. Approval of Budget Amendments

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

**Special Approp/Cap Res**

Increase	010.0180.4245.00	Land Transfer Tax	622,000.00
Increase	010.6600.5980.21	Transfer to Capital Reserve	622,000.00
Increase	021.0700.4981.00	General Fund Transfer	622,000.00
Increase	021.8200.5960.40	Reserve-Pasq High	622,000.00

**Water**

Increase	060.0550.4839.00	Miscellaneous Revenue	239,000.00
Increase	060.0350.4713.00	Sale of Water	150,000.00
Increase	060.0350.4714.00	Sewer Revenue	50,000.00
Increase	060.0350.4713.01	Penalties	4,000.00
Increase	060.0350.4713.02	Service Fees	15,000.00
Increase	060.0350.4713.04	Hookups	35,000.00
Increase	060.0550.4433.01	Tower Rental	20,400.00
Increase	060.0500.4831.00	Interest Earned	21,600.00
Increase	060.7130.5596.01	Halstead Water Main Extension	535,000.00

d. Approval of Low Bids for Yard Maintenance

The Finance Committee has recommended that the Board accept the low bids submitted by the following companies for yard maintenance at various county facilities:

Complete Lawncare & Landscape

Courthouse Area	\$1,975.00
Cooperative Extension Area	\$2,465.00

#1 Lawncutting & Landscape

Health & Social Services Building	\$5,240.00
Edgewood Center	\$1,200.00

Jackson's Mowing Service

Pasquotank County Commerce Park	\$6,500.00
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e. Approval of Wiring and Heater Costs for Providence Fire Department

The Finance Committee has recommended that the Board approve an additional \$2,050 to pay for the material costs for the wiring and heater to be installed in the expansion of the Providence Fire Department. County maintenance staff will perform the labor for the project.

f. Approval of Selection of Furniture Consultant

The Finance Committee has recommended that the Board approve the selection of Patricia N. Hudson to perform interior design services for the new library and new public safety building. The design services will include inventory and evaluation of existing furniture, comprehensive furniture layout, preparation of furniture specifications, coordination of furniture finishes with building finishes, and coordination of installations. Ms. Hudson's fee is based on a rate of \$50 per hour and is estimated at \$28,000 with a not to exceed total of \$30,000.

g. Appointment to Senior Tarheel Legislature

The Appointments Committee has recommended that Robert J. Youngblood be appointed to the Senior Tarheel Legislature.

h. Adoption of Resolution Requesting Addition of Katie's Trail, Madeline Lane and Nicholas Court to the State System for Maintenance

A petition has been received from the developer of Tucker's Ridge Subdivision requesting the addition of Katie's Trail, Madeline Lane, and Nicholas Court to the state system for

maintenance. The Board needs to adopt a resolution requesting that the state add these roads to the state system for maintenance.

*i. Selection of Engineering Firm for Stormwater Reviews*

The Finance Committee has recommended that the county contract with Patton Harris Rust & Associates to provide stormwater reviews for subdivisions, commercial and industrial site plans.

*j. Approval of Request for Funds from Redevelopment Commission*

The Finance Committee has recommended that the county appropriate \$25,000 to the Joint Redevelopment Commission to pay outstanding bills for the Fairgrounds Project and pay for clearing the site of trees and underbrush, contingent upon the City of Elizabeth City also appropriating \$25,000.

*k. Approval of Funding for COA Addition*

The Finance Committee has recommended approval of a financing arrangement with College of The Albemarle to finance a 24,000 square foot expansion of Building A at the Elizabeth City Campus at an estimated cost of \$4,300,000. Under this arrangement COA would deed the necessary property to the county so the county could finance the \$4,300,000 cost of the building expansion. It was also requested that COA continue to seek additional grant funds for the project.

*l. Proposal to Accept Offer to Purchase Property off of Mill Pond Road*

The Finance Committee has recommended that the Board propose to accept an offer of \$100 from Tony Spence to purchase an 18.7± acre tract of woodland/swampland off of Mill Pond Road and to advertise for upset bids.

*m. Approval of Mental Health Audit*

The Finance Committee has recommended that the Board approve the audit from Albemarle Mental Health and to read the audit findings into the minutes. The auditor has issued an unqualified opinion and did not report any findings.

*n. Adoption of Resolution Approving Fire District Maps*

The Board considered new six-mile fire district maps. The following resolution needs to be adopted approving the fire district maps:

**RESOLUTION  
FOR APPROVAL OF INSURANCE DISTRICT BOUNDARIES**

NORTH CAROLINA  
PASQUOTANK COUNTY

Upon motion by Commissioner Lloyd Griffin, seconded by Commissioner Hank Krebs, RESOLVED that the Board of Commissioners of the County of Pasquotank approves the boundary lines of the Pasquotank-Nixonton Volunteer Fire Department, Weeksville Volunteer Fire Department, Inter-County Volunteer Fire Department, Pasquotank-Providence Volunteer Fire Department, Pasquotank-Newland Volunteer Fire Department, and Elizabeth City Fire Department Fire Insurance Districts in accordance with the maps and description filed this date with the Board of County Commissioners and recorded in the minutes of the meeting. Said Pasquotank-Nixonton Volunteer Fire Department, Weeksville Volunteer Fire Department, Inter-County Volunteer Fire Department, Pasquotank-Providence Volunteer Fire Department, Pasquotank-Newland Volunteer Fire Department, and Elizabeth City Fire Department Fire Insurance Districts being described as follows: **(See Attached)**

Motion was made by Lloyd Griffin, seconded by Hank Krebs to approve the consent agenda as presented. The motion carried unanimously.

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

Releases:

		County	City
1.	Glen Morgan Boykin	25.76	
2.	John Jay McLaughlin	8.65	
3.	William John Cooper		69.19
4.	Jervaris Dondre Laster	82.22	69.05

5.	B.F. Martin, Jr.	5.88	4.69
6.	Gretchen Anderson James		87.08
7.	Demetrius Bowser	10.17	8.11
8.	Kinetta Jerran Holly		36.62
9.	Edward William Ahlstrand	12.85	10.25
10.	Lashonda Tierra Jordan	7.31	5.83
11.	Jessica Lynn Herr	54.85	
12.	Glenn Artie Green	2.24	1.75
13.	Geraldine Norman Hill	5.38	4.19
14.	Robert Kerey Skinner	7.62	5.93
15.	Jason Edward Cruise	56.16	
16.	Mary Eliz Reynolds-Lytiene	8.74	6.97
17.	Corey Antwon Warren	38.36	29.89
18.	Daniel Howard Flowers	87.34	68.04
19.	Curtis Joe Bryant	85.34	73.07
20.	Jacquelyn Earline Morris	62.01	48.31
21.	Jayesh Janakrai Kinariwala	17.13	13.66
22.	Mary McQueness Lane	59.64	
23.	Kimara Thomas Persaud	60.93	
24.	Ronald Nevin Fry, Jr.	3.02	
25.	Aaron Jerome Whidbee	28.82	
26.	Phyllis Dance Brooks	14.11	11.25
27.	Rodolfo Hernandez Gomez	11.10	
28.	Michael Joseph Bambino	90.89	
29.	Phillip Andrew Bailey	34.15	26.60
30.	Eric Taylor Forslund	41.50	
31.	Eric Trevor Forslund	73.25	

Refunds:

		County	City
1.	Marcia M. Quinn	69.66	
2.	B. Errol & Mattie Jennette	94.05	
3.	B. Error & Mattie Jennette	94.05	
4.	B. Errol & Mattie Jennette	94.05	
5.	B. Errol & Mattie Jennette	94.05	

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
Hampton R. & Vivian M. Ross	61-A-5&6	Unoccupied since October 2004

**5. APPROVAL OF BID FOR PURCHASE OF FIRE TRUCK:**

The Finance Committee has recommended that the Board approve a bid submitted by Jack L. Slagle Fire Equipment & Supply Company, Inc. in the amount of \$306,142 for the purchase of a new pumper tanker for the Newland Volunteer Fire Department. Commissioner Marshall Stevenson said it appears the county is going directly to a specific company and asking for their price on a fire truck with certain options without asking other companies for their price. He stated that he has noticed that another county is advertising for bids in the newspaper and providing the specifications to prospective bidders. County Manager Randy Keaton advised that the county developed specifications for the fire truck, advertised in the newspaper, sent the specifications to the various fire equipment manufacturers, and only one company submitted a bid. He noted that when fire truck specifications are developed, they tend to be geared toward one particular truck or another because it is very difficult to develop generic specifications. He said the Fire Department Coordinator is going to try to develop a more generic set of specifications for future fire trucks. Mr. Keaton noted that the bid received for this fire truck is comparable to or less than what surrounding fire departments are paying for similar trucks. He added that the prices of fire trucks have increased astronomically over the last few years.

Motion was made by Matt Wood, seconded by Hank Krebs to accept the bid submitted by Jack L. Slagle Fire Equipment & Supply Company, Inc. in the amount of \$306,142 for the purchase of a pumper tanker truck for the Newland Volunteer Fire Department. The motion carried by a six to one margin with Commissioner Stevenson voting against the motion.

**6. APPROVAL OF INCREASES IN PLANNING AND BUILDING INSPECTION FEES:**

The Finance Committee has recommended that the Board approve revised fee schedules for Planning and Building Inspections effective April 1, 2006. The proposed revisions are as follows:

- Increase subdivision review fee to \$100 per lot paid at sketch plan submittal (Projects that have already received sketch approval, \$80 per lot for preliminary & final review; projects that have already received preliminary approval, \$40 per lot at final plat submittal)
- Implement a new fee of \$300 for TRC site plan review
- Implement a new fee of \$100 for subdivision regulations variance request
- Increase the set-up fee for manufactured homes to \$150 for single section set-up and \$200 for multi section set-up
- Increase the set-up fee for modular homes to \$300
- Increase application fee for residential construction to \$.25/sf; \$.15/sf for accessory buildings; \$.10/sf for alterations; \$50 minimum
- Increase application fee for commercial/industrial construction to \$.35/sf; \$.15/sf for accessory buildings; \$.12/sf for alterations; \$50 minimum

Vice-Chairman Lloyd Griffin said he is concerned that the proposed fees are based on other counties' fees rather than Pasquotank County's cost of providing the services.

Commissioner Matt Wood stated that the discussion during the Finance Committee meeting was to adopt the changes as presented by staff, but to also have staff develop some cost data. The fee schedules could be amended in the future if necessary, however it was felt that the fee changes should be enacted since the county is so far behind other areas.

Commissioner Hank Krebs noted that Mr. Bunch has provided information related to the amount of time required and estimated costs for reviewing a typical subdivision. He said he believes the revised fees are needed now to help cover the county's costs and to bring Pasquotank County's fees in line with surrounding counties.

Commissioner Jeff Dixon said he thought the purpose of increasing the fees was to target what is impacting the county the most. He stated that one of his concerns is that the fees for setup of manufactured and modular homes are proposed to almost double, although the number of permits issued for setup of these homes is down substantially from previous years. He said these proposed fees are considerably higher than the fees in neighboring counties. He stated that a lot of young families start out in manufactured or modular homes and these setup fees will be passed on to them.

Assistant County Manager Rodney Bunch outlined the estimated costs for reviewing a 50 lot subdivision and explained that the subdivision fees will still not cover the cost of the Planning Department. He said that the staff in the Planning Department does much more than review subdivisions. He noted that about the same amount of time is required to review a 30 lot or a 75 lot subdivision. He stated that Commissioner Dixon had mentioned modular and manufactured home setup fees. He said since the current setup fees were adopted, many more requirements and regulations have been implemented that require the building inspectors to visit the sites more often and perform more inspections.

Commissioner Stevenson noted that as he understands it, the additional fees still will not cover the cost of doing business for a new subdivision. Mr. Bunch said the fees would cover the cost of the subdivision, but would not cover the entire cost of the Planning Department unless there was a tremendous increase in development. The revenue from inspection fees would however cover the cost of the Inspections Department.

After further discussion;

Motion was made by Hank Krebs, seconded by Matt Wood to approve the increased planning and building inspection fees as proposed. The motion carried by a five to two margin with Commissioners Griffin and Dixon voting against the increased fees.

**7. CONSIDERATION OF MEMORANDUM OF UNDERSTANDING WITH BLACKWATER TRAINING CENTER:**

The Board reviewed a proposed Memorandum of Understanding between Blackwater Training Center, Pasquotank County, and Camden County in regard to EMS service. Blackwater has purchased a quick response vehicle to be used on their property for the purpose of providing emergency and non-emergency first response to medical emergencies occurring on their property. Although the vehicle will be owned by Blackwater, the operation of the vehicle and the standard of care will be subject to the Pasquotank County Emergency Medical Service. There would be no cost involved for either county with regard to the vehicle. The vehicle will not be used to transport patients off of Blackwater's property. The EMS Board has voted to recommend approval of the Memorandum of Understanding.

EMS Director Jerry Newell explained that Blackwater Training Center is located within the confines of Camden County, however primary 911 response is done by Currituck County with an estimated time of arrival of about 10 minutes. He said Blackwater has grown significantly over the past several years and 500 to 1,000 people are expected to pass through the facility each day to learn tactical maneuvers, driving maneuvers, and participate in firearms exercises. Mr. Newell advised that the Pasquotank-Camden EMS Department has worked with Blackwater and the State of North Carolina in order to approve a quick response vehicle for that area. He said within the past eight months there has been a fatality at the Blackwater facility, and there are numerous traumas and injuries that could be treated faster if a quick response vehicle is available to begin care. He stated that the earlier care can get to a patient, the better the patient outcome is. He noted that Blackwater has several employees who work under the Pasquotank-Camden EMS system who would operate the quick response vehicle at the Blackwater facility and be dispatched to the call. These individuals would initiate first response care and call 911 which would then dispatch an ambulance from Currituck County to transport the patient to a higher level care facility. Ms. Pam Boyd, EMT Coordinator for Blackwater, explained that Blackwater's major concern is that Currituck County's summer workload is quite extensive and there have been many times they have called Currituck EMS and their response was delayed due to the fact they were busy on other calls. The quick response vehicle would allow them to begin emergency care before EMS arrives. Mr. Newell stated that with the quick response vehicle the first responders would be able to begin intravenous solutions onscene and administer medications in the event of severe injuries. He stated that all fees incurred would be reimbursed by Blackwater and there would be no cost to Pasquotank and Camden Counties. Mr. Keaton explained that this vehicle would be an extension of Pasquotank-Camden Emergency Medical Service at the Blackwater facility and falls under the EMS System Plan, even though Blackwater owns the vehicle, operates the vehicle, and pays for the cost of the vehicle.

Mr. Newell said the quick response vehicle is parked in front of the Courthouse tonight and he invited Board Members to look at it when leaving the meeting.

Motion was made by Lloyd Griffin, seconded by Hank Krebs to approve the Memorandum of Understanding between Blackwater Training Center and the Counties of Pasquotank and Camden for the use of a quick response vehicle for emergency and non-emergency first response within Blackwater Training Center. The motion carried unanimously.

**8. APPROVAL OF PRELIMINARY PLAT FOR NEWBEGUN LAND, SECTION I CONSISTING OF A 33 LOT ADDITION TO NEWBEGUN LAND SUBDIVISION:**

The Board considered the preliminary plat for Newbegun Land Subdivision, Section I, consisting of 33 lots. Ms. Shelley Cox, Senior Planner, explained that the property is zoned R-15 residential and lot sizes are proposed to range from 35,000 square feet to 60,686 square feet. She said the sketch plan for this section was originally approved in January, 2004 prior to the adoption of the 43,000 square foot minimum lot size requirement. Mr. Ralph Hollowell had provided a letter stating that the Health Department had previously approved the minimum lot sizes for this section, therefore the lot sizes are considered to be grandfathered in under the previous ordinance. Ms. Cox advised that an additional requirement at the sketch plan approval was the upgrading of Small Drive to meet the minimum Department of Transportation standards. She said this has been completed from the entrance of Newbegun Land back to Airship Drive. She stated that the Planning Board reviewed the plat at its meeting last month and voted to recommend approval with the conditions that the drainage easements on lots 200 and 219 be increased to 20 feet rather than 10 feet, and that notes be added to the plat in conjunction with the approved stormwater permit stating that the maximum built-upon area for the lots will not

exceed 10,000 square feet, and that ditches will not be filled in except where necessary for driveways. She added that staff recommends that these requirements be included on the plat prior to the approval of the final plat.

Members of the Board asked questions regarding the roads and drainage in this subdivision and Mr. Bunch reported that DOT District Engineer Gretchen Byrum had reviewed the site and determined what road and ditch improvements would have to be done to meet DOT's requirements for acceptance of the road. He said that confirmation has been received from Ms. Byrum that the requirements have been completed so that DOT will accept Small Drive from the entrance of the subdivision to this development once the petition has been submitted for acceptance. Mr. Sean Robey, engineer for the developer, outlined the drainage plan for the subdivision.

Motion was made by Hank Krebs, seconded by Marshall Stevenson to approve the preliminary plat for Newbegun Land Subdivision, Section I, subject to the Planning Board recommendations being incorporated into the plans prior to final plat submittal. The motion carried unanimously.

**9. APPROVAL OF APPLICATION FOR SPECIAL INTENSITY ALLOCATION:**

The Board considered Special Intensity Application #SIA06-01, a request for a special intensity allocation to construct site improvements totaling 53.3% impervious area for a new State Employees Credit Union at 105 Northside Park Circle in a commercial subdivision on North Road Street. Vice-Chairman Griffin requested that Chairman Perry be excused from considering this matter because he is on the Board of Directors of the State Employees Credit Union.

Motion was made by Lloyd Griffin, seconded by Bill Trueblood to excuse Chairman Cecil Perry from considering the special intensity application from State Employees Credit Union because he is on the Credit Union Board of Directors. The motion carried unanimously.

Mr. Rodney Bunch provided copies of the plans for the facility. He explained that this three-acre parcel is located within the WS-IV protected watershed which restricts impervious coverage to 24% for curb and gutter projects. There are approximately 8,000 acres in the watershed area and the Board of Commissioners has the option to grant high density development for 10% of the protected area or 800 acres. Currently the Pasquotank Commerce Park consisting of approximately 300 acres has been designated for high density development leaving a balance of approximately 500 acres available for designation for high density development. Mr. Bunch stated that the Board of Commissioners previously developed a point system for use in determining whether to grant high density use. He reviewed the criteria and the points assigned to this application for each category. A total of 150 points is required in order to issue a permit, and points for this application total 275 to 300. Mr. Bunch said in order for this project to move forward, the special intensity allocation is needed. He stated that it appears this application meets all of the requirements and staff recommends approval of the allocation.

Motion was made by Matt Wood, seconded by Hank Krebs to approve Special Intensity Application #SIA06-01 for 53.3% impervious area for a new State Employees Credit Union at 105 Northside Park Circle. The motion carried.

**10. APPROVAL OF FINAL PLAT FOR NORTHSIDE PARK:**

The Board considered the final plat for Northside Park consisting of an 11 lot commercial subdivision on North Road Street. Mr. Bunch explained that one lot has been split out of the parcel which is the site proposed for the State Employees Credit Union. He said the preliminary plat was approved by the Board of Commissioners on May 16, 2005 and construction of the subdivision has been completed. He stated that the following items have been noted and should be addressed prior to recording the final plat:

1. The existing culverts on lots 1 & 3 along Highway 17 should be removed, as shown on the drainage plan approved in conjunction with the preliminary plat. There are still some improvements to be made within the median area on North Road Street, including widening of the crossover and construction of a turn lane. The plan is to remove the culverts when that construction is done.
2. A road maintenance bond in the amount of \$60,060 shall be submitted. Mr. Bunch said he has received a letter from Wachovia Bank advising him that a letter of credit is being prepared.

Mr. Bunch noted that the developer has submitted a cash bond of \$121,000 to guarantee a final one-inch layer of asphalt and the improvements in the median area for the Department of Transportation. He said a copy of the restrictive covenants had not been submitted when the agenda was prepared, however it has now been received. He stated that staff would recommend that final approval of the plat be granted contingent upon the two items being addressed before the final plat is recorded.

Motion was made by Matt Wood, seconded by Lloyd Griffin to approve the final plat for Northside Park contingent upon the culverts on lots 1 & 3 being removed and upon receipt of the letter of credit to guarantee street maintenance before the final plat is recorded. The motion carried unanimously.

**11. REPORTS FROM COUNTY MANAGER:**

County Manager Randy Keaton reported that a North Carolina Association of County Commissioners District Meeting will be held on Thursday, April 6 from 9:00 AM until 1:00 PM at the Beaufort County Community College in Washington, North Carolina. He asked that those planning to attend let the Clerk know. He also reminded the Commissioners of the luncheon and annual staff reports at the Cooperative Extension Service on Monday, March 27 at 1:00 PM, and the Hopeline Breakfast on Monday at 7:30 AM.

**12. RECOMMENDATIONS FROM APPOINTMENTS COMMITTEE:**

Commissioner Marshall Stevenson stated that the Appointments Committee met today and voted to recommend the following appointments:

College of The Albemarle Board of Trustees – Reappoint Oliver Etheridge to an additional term.

Community Care Block Grant Advisory Committee – Reappoint Betty Turner, Brenda Rose, Paulette McCoy, Rev. William Bailey, Jean Allen, Sabrina Sanders, Jill Jordan, Jerry Parks, Susan Scurria (AAA Administrator), and Lynne Raisor (Assistant AAA Administrator) to an additional two-year term expiring June 30, 2008.

Aging Advisory Council – Reappoint Jean Allen to an additional term.

Motion was made by Marshall Stevenson, seconded by Lloyd Griffin to approve the reappointments to the College of The Albemarle Board of Trustees, the Community Care Block Grant Advisory Committee, and the Aging Advisory Council as recommended. The motion carried unanimously.

Commissioner Stevenson said the Appointments Committee also voted to recommend the appointment of Deborah Delgado to the Community Child Protection Team. This appointment will be on the next agenda for approval so that Board Members can review her application.

**13. REPORTS FROM COMMISSIONERS:**

Commissioner Hank Krebs stated that he has received feedback from Joyce Hudson with the EPA on the Pasquotank River Drainage Project and he will forward the comments to the Water Management Committee and the Commissioners to review.

Commissioner Krebs said he would like to thank the County Manager for staying on top of the request to DOT for sight distance at the intersection of Mill Pond Road and U.S. 158.

Commissioner Krebs stated that he would like to congratulate Chairman Perry on his receipt of the Order of the Long Leaf Pine award tonight.

Commissioner Trueblood reported that he, Chairman Perry, and Rodney Bunch attended a biotech presentation at the Vernon James Center this morning. He said additional information regarding this technology will be forthcoming.

Commissioner Dixon stated that the Chairman and County Manager will be meeting with DOT officials later this month. He suggested that they discuss the sign on U.S. 17 North heading into Elizabeth City. He said it should be changed somehow because it directs traffic to Hertford and Edenton, however it also carries traffic to Elizabeth City via the Halstead connector road and the sign should indicate this.

Commissioner Dixon said he has received a call about the cleanup of the Fairgrounds area. He stated that he has been notified that there are several discarded stoves and refrigerators in the ditch along Mill Street. He said the city has indicated this area is not in their jurisdiction and he suggested that the county's Solid Waste Department be notified so they can remove the appliances.

Commissioner Dixon referred to a recent newspaper article regarding increased traffic counts and traffic patterns. He said he followed up and found that there is more detailed information on a CD available from the DOT District Engineer's Office.

Commissioner Dixon stated that National County Government Week is coming up in April. He asked if the county normally holds any special events during County Government Week. The County Manager advised that the county has in the past had students from the school system participate in Commissioner meetings as a part of County Government Week. He said this might be something that the Youth Council could be involved in.

Commissioner Wood stated that the Board has discussed possible reforms for the Northeast Partnership. He suggested that the County Manager draft a list of issues, concerns, and proposed changes to the makeup of the Partnership, and circulate it among the Commissioners for review and then to some of the other counties. He said once the proposal has been circulated to the other counties, a meeting could be scheduled to try and reach a consensus. The County Manager will follow up on this matter.

Commissioner Wood stated that there has been some discussion about following up on the recent Board Retreat and developing an action plan. Chairman Perry suggested that he and the County Manager come up with possible dates that the Board can get back together to finalize some of the issues discussed at the retreat.

Chairman Perry said the NACo Legislative Conference in Washington, DC was very successful and informative. He stated that he also went to Raleigh recently with several Commissioners and the AEDC Director and this meeting also went very well.

Chairman Perry reported that he had an opportunity to present a proclamation to a Pasquotank County citizen who last week reached the age of one hundred. He asked that anyone who knows an individual who is celebrating their one-hundredth birthday to let him know so they might be recognized in a similar manner.

Commissioner Griffin said that a couple of meetings ago the Board reviewed a subdivision in which there were some drainage issues along with other concerns. He stated that Mr. Rodney Bunch informed the Board that it was too late to make changes at that point. He asked when the Board can make changes to subdivision plans. Mr. Bunch stated that the subdivision plat in question was a final plat. He said the Board reviews the preliminary plat and has the authority to require changes at preliminary plat review. Commissioner Griffin stated that the Board needs to get more directly involved in the beginning of the planning process to ensure that there is interconnectivity of water and fire hydrants and to ensure that drainage pipes are the correct size.

Commissioner Trueblood suggested that when the Chairman and County Manager meet with DOT officials on March 29 that they address the issue of improvements at Simpson Ditch Road and Body Road that DOT said they planned to make two years ago. He said the modifications were to have been done before the Halls Creek Bridge was taken out of service, and the traffic on Simpson Ditch Road is now atrocious because the bridge is out and the improvements have not been made.

Commissioner Trueblood stated that during the retreat the Board discussed the proposed route from North Road Street to the connector road. He said that he thought the Board reached some consensus about where the road should be located. He suggested that discussions with the Department of Transportation begin on this route. The County Manager said there was a lot of discussion on several areas, however he was not sure that a consensus was reached. The Assistant Manager suggested that staff prepare a map and that the Board draw some lines that could be taken to DOT.

Chairman Perry stated that he has noticed a lot of trash and paper in the ditches on Simpson Ditch Road. He asked who is responsible for cleaning up this trash. The County Manager stated that the Solid Waste Department has inmate crews pick up trash in this area on a regular basis,

however since Simpson Ditch Road is the main route to the landfill, it is more prone to roadside trash and litter.

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 Lloyd Griffin, seconded by Matt Wood that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 8:50 PM.

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CHAIRMAN

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CLERK