

**PASQUOTANK COUNTY, NORTH CAROLINA  
APRIL 28, 2010**

The Pasquotank County Board of Commissioners met today in a recessed regular meeting on April 28, 2010 at 9:30 AM in the Commissioners Board Room in the Pasquotank County Courthouse, the regular meeting of the Board held on April 19, 2010 having been recessed until this place, date and time.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Assistant County Manager  
Sheri Small, Finance Officer  
Karen Jennings, Clerk to the Board

Chairman Stevenson reconvened the meeting and asked the County Manager to update the Board on what has transpired most recently with regard to the jail project and the USDA loan. Mr. Keaton stated that the Certificate of Occupancy has been received from the Building Inspector, and the State Inspector is completing his inspection today. He explained that he has received a copy of an email from the USDA attorney, Mark Stevens, who had reviewed the comments from Gundars Aperans, the county's bond counsel, regarding the closing documents. He said Mr. Stevens had agreed with the installment purchase contract revisions, but is still requiring that the county sign the promissory note and security agreement, stating that they have always utilized them and must continue to do so now. He indicated that although they are requiring the county to sign the agreements which provide for a deficiency judgment, USDA will not enforce it. Mr. Keaton said in North Carolina local governments use an installment purchase contract which mortgages and puts up the actual facility as security. The full faith and credit of the county is not pledged as opposed to a general obligation bond. Mr. Keaton stated that the security agreement which USDA is requiring provides that they can attach any revenues generated by the jail in addition to the security in the building and the land. USDA is also requiring a promissory note which is duplicative of the installment purchase contract. Mr. Keaton said the School of Government and the county's bond counsel have both advised that the county has no authority to sign a promissory note or a security agreement because state law does not provide for it. He explained that state law only allows the signing of an installment purchase contract. Members of the Board suggested that the promissory note and security agreement be signed, understanding that some of the provisions are not enforceable, with an attachment stating that the county's position is that the documents are not binding on the county. Mr. Keaton stated that he has spoken with an aide in Senator Burr's office who has given him the name of their liaison with USDA. He said he has sent him all of the documentation to review. He stated that he would agree that the promissory note and security agreement should be signed in order to close the loan, but after the fact to request that they be rescinded. He said time is of the essence right now since the \$12 million USDA loan is needed to pay off the Bank of America construction loan next week.

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Commissioner Stevenson introduced the following resolution, a copy of which had been provided to each Commissioner and which was read by its title:

**RESOLUTION APPROVING CERTAIN DOCUMENTS AND APPROVING  
AND AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE  
REFINANCING OF A PORTION OF THE COST OF A NEW JAIL OF THE  
COUNTY OF PASQUOTANK, NORTH CAROLINA.**

WHEREAS, the County of Pasquotank, North Carolina (the "County"), is a validly existing political subdivision of the State of North Carolina (the "State"), under and by virtue of the Constitution and laws of the State; and

WHEREAS, the County has the power, pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended, to (a) finance the purchase of real and personal property by installment agreements that create in the property purchased a security interest to secure payment of the purchase price to the entity advancing moneys for such transaction and (b) finance the construction of fixtures or improvements on real property by agreements that create in such fixtures or improvements and in the real property on which such fixtures or improvements are located a security interest to secure repayment of moneys advanced or made available for such construction; and

WHEREAS, the County, Camden County, North Carolina and Perquimans County, North Carolina (collectively, the "Participating Counties") have determined to participate in an undertaking, pursuant to Section 153A-219 and Chapter 160A, Article 20, Part 1 of the North Carolina General Statutes, as amended, to finance a portion of the cost of a project to provide improved regional or district jail or confinement facilities for housing prisoners from the Participating Counties and, in order to execute such undertaking, entered into an Intercounty Agreement Concerning a New Regional Confinement Facility, dated November 17, 2006 (the "Intercounty Agreement"); and

WHEREAS, such project consists of the construction of a jail and related site improvements on approximately 15 acres of land owned by the County in Pasquotank Commerce Park and the acquisition of furnishings and equipment therefor (the "Project"); and

WHEREAS, pursuant to the Intercounty Agreement, the County financed a portion of the cost of the Project by entering into an Installment Financing Contract with RBC Centura Bank, dated November 21, 2006, and financed another portion of the cost of the Project by entering into an Installment Financing Contract with the Bank of America, N.A., dated February 15, 2007, as modified by a Modification Agreement, dated April 14, 2008, a Second Modification Agreement, dated June 29, 2009, and a Third Modification Agreement, dated March 29, 2010, between the same parties (the "2007 Contract"); and

WHEREAS, the County desires to borrow \$12,000,000 from the United States of America in order to refinance its obligations under the 2007 Contract on a long-term basis; and

WHEREAS, it is now necessary for the Board of Commissioners for the County (the "Board") to approve certain documents and to approve and authorize certain actions in connection with refinancing the County's obligations under the 2007 Contract; and

WHEREAS, there have been presented for consideration by the Board copies of the following documents relating to such matter:

(a) a draft of an Installment Purchase Contract, between the County and the United States of America (the "2010A Contract"), under which the United States of America (the "Lender") would advance funds in the amount of \$6,000,000 to refinance a portion of the County's obligations under the 2007 Contract and the County would be obligated to make Installment Payments (as defined therein) to repay the funds advanced to it and to make certain other payments, among other requirements, such obligations being subject to termination by the County under certain circumstances as provided therein; and

(b) a draft of an Installment Purchase Contract, between the County and the Lender (the "2010B Contract"), under which the Lender would advance additional funds in the amount of \$6,000,000 to refinance another portion of the County's obligations under the 2007 Contract and the County would be obligated to make Installment Payments (as defined therein) to repay the funds advanced to it and to make certain other payments, among other requirements, such obligations being subject to termination by the County under certain circumstances as provided therein; and

(c) a draft of a Real Estate Deed of Trust for North Carolina (the "Deed of Trust"), which the County would execute and deliver to a trustee for the benefit of the Lender and which would encumber the site of the Project and the improvements on such site and certain related property, subject to certain exceptions, as security for the County's obligation to repay the funds advanced to it pursuant to the 2010A Contract and the 2010B Contract;

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. The Board hereby finds and determines that it is in the best interest of the County to enter into the 2010A Contract, the 2010B Contract and the Deed of Trust in order to effectuate the refinancing of a portion of the cost of the Project as described above.

Section 2. The form and content of the 2010A Contract, the 2010B Contract and the Deed of Trust are hereby approved and the Chairman of the Board, the County Manager of the County, the Finance Officer of the County, the County Attorney of the County and the Clerk to the Board are hereby authorized and directed to execute and deliver the 2010A Contract, the 2010B Contract and the Deed of Trust, as may be applicable, in substantially the forms presented to the Board, together with such additions, changes, modifications and deletions as they, with the advice of counsel, may deem necessary and appropriate, and such execution and delivery shall be conclusive evidence of the approval and authorization thereof by the Board and the County; provided, however, that the due date of the final Installment Payments is not later than December 31, 2050 and that the aggregate amount of the principal components of the Installment Payments does not exceed \$12,000,000.

Section 3. The Board hereby approves, ratifies and confirms the actions of the County Manager, the Finance Officer and the County Attorney of the County in connection with this matter.

Section 4. The officers and employees of the County are authorized and directed (without limitation except as may be expressly set forth herein) to take such other actions and to execute and deliver such other documents, certificates, undertakings, agreements or other instruments as they, with the advice of counsel, may deem necessary or appropriate to effectuate the transactions contemplated by the 2010A Contract, the 2010B Contract and the Deed of Trust.

Section 5. The County covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will comply with the requirements of the Internal Revenue Code of 1986, as amended (the "Code"), as applicable to the 2010A Contract and the 2010B Contract except to the extent that the County obtains an opinion of nationally-recognized bond counsel to the effect that noncompliance would not result in the interest components of the Installment Payments being includable in the gross income of the recipient thereof under Section 103 of the Code.

Section 6. If any section, phrase or provision of this resolution is for any reason declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases or provisions of this resolution.

Section 7. All motions, orders, resolutions, ordinances and parts thereof in conflict herewith are hereby repealed.

Section 8. This resolution shall take effect immediately upon its passage.

Upon motion duly made and seconded, the foregoing resolution was passed by the following vote:

Ayes: Commissioners Marshall Stevenson, Lloyd Griffin, Cecil Perry, Matt Wood, Bill Trueblood, Jeff Dixon and Charles Jordan.

Noes: None.

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Following approval of the documents, the Board held a work session on the 2010-11 budget. The meeting was adjourned at 11:30 AM.

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CHAIRMAN

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CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA  
MAY 3, 2010**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, May 3, 2010 in Courtroom C in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Assistant County Manager  
Karen Jennings, Clerk to the Board

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

**1. BOARD OF EQUALIZATION AND REVIEW:**

The Clerk to the Board administered the oath to members of the Board to serve as the Board of Equalization and Review. Chairman Stevenson convened the Board of Equalization and Review for 2010 and asked if there were any appeals to be heard. Tax Administrator Patrice Stewart reported that she does not have any appeals to come before the Board of E&R. Chairman Stevenson asked if anyone from the public has an appeal to bring before the Board of E&R. There being no appeals, the Board of Equalization and Review was adjourned for 2010.

County Manager Randy Keaton asked Ms. Stewart to provide the Board with updated sales ratio numbers. Ms. Stewart explained that the current sales ratio is 96.61%. She said this figure is calculated by comparing sales with the market value. The midpoint is the sales ratio. Mr. Keaton said the sales ratio was around 88% last year. He explained that this increase means that the tax values are almost equal to what properties are actually selling for. Ms. Stewart and Mr. Keaton advised that this sales ratio is significant because in the fourth year of a revaluation if the sales ratio is below 90% the value of public service companies would decrease resulting in the loss of tax revenues.

**2. AMENDMENTS TO THE AGENDA:**

Chairman Stevenson asked if there were any amendments to the agenda. It was requested that the agenda be amended to add the following item recommended by the Finance Committee to the consent agenda: 1) Approval of change orders for RO Project.

Motion was made by Matt Wood, seconded by Lloyd Griffin to approve the amendment to the agenda as recommended. The motion carried unanimously.

**3. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

*a. Approval of Minutes of April 19, 2010 Commissioner Meeting*

*b. Approval of Tax Releases and Solid Waste Fee Releases*

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

Releases:

		County	City
1.	John Louis Markham	122.68	94.37
2.	Jeffrey Bruce Foster, II	118.99	96.53
3.	James A. & Deloris Griffin	351.59	
4.	Jason Eugene Mistler	122.21	

Solid Waste Fees:

	Owner's Name	Parcel ID Number	Reason for Release
1.	Brenda & Joseph G. Chambers	76-F-9	Uninhabitable

*c. Approval of Citizen Participation Plan, Citizens Complaint Procedure, and Residential Anti-Displacement and Relocation Assistance Plan for CDBG Housing Development Grant*

The Board needs to approve the Citizen Participation Plan, Citizens Complaint Procedure, and Residential Anti-Displacement and Relocation Assistance Plan for the CDBG Housing Development Grant for the River's Edge project.

*d. Approval of Change Orders for RO Project*

The Finance Committee has recommended approval of two change orders for the RO project. The first change order in the amount of \$18,818 would delete three overhead doors and replace them with kalwall panels. The second change order in the amount of \$10,774 would provide for painting the exposed red steel in the water plant to provide for more corrosion resistance instead of the factory primer.

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

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

Releases:

		County	City
1.	Mary Anne Elliott	21.80	
2.	Jason Michael Brown	3.16	
3.	Viola Patrica Lamb	27.85	21.42
4.	Tama Kathryn Glover	84.59	70.07
5.	Irvin Thomas Huggins	6.85	5.27
6.	Michael Andrew Lacharite	61.31	52.16
7.	Jason Allen Risser	73.94	
8.	Michael Todd Siniard	58.32	
9.	Steven Drew	25.95	19.96
10.	Toniette Tarkenton Critcher	45.40	
11.	Toniette Tarkenton Critcher	30.75	
12.	Sherry Evette Keys	3.75	
13.	Kelvin Tyrone Brooks	48.98	
14.	Christopher Russell Brown	79.33	
15.	Steve McQueen Gonzalez	76.75	64.04
16.	Taylor Austin Graham	61.16	
17.	Sharon Dail Pendleton	22.88	
18.	Aaron Frank Brosneck	19.13	19.72
19.	Walter James Jones	3.16	
20.	Jonathan J. Anderson	47.27	
21.	Rodulfo Avila Aparicio	6.66	5.45
22.	Steven Nicholas Lockard	68.92	56.39
23.	Angel Mena	3.46	2.66
24.	Nstar Global Serv, Inc.	48.15	42.04
25.	Ralph Jones, Jr.	36.16	
26.	Deborah Draper Brandt	19.89	
27.	Deborah Draper Brandt	33.66	
28.	Anthony Edward Kee	42.24	
29.	Herbert Dan Coker	32.18	
30.	Steven Spencer Wentz	64.99	
31.	Nathan Chad Skarns	88.44	77.36
32.	Gregory Monk Rehlender	78.27	65.21
33.	Lemuel Lee Riggs	6.26	
34.	Takia Schree Smith	4.04	3.11
35.	Richard Owen Tynan	22.53	
36.	Brett Eban York-Berard	41.80	
37.	Henry A. Winslow	3.92	
38.	Brittany Perry Jacobs	34.75	31.73
39.	Barbara Johnson Woodberry	28.55	21.96
40.	Donald Richard Dyer, Jr.	63.06	
41.	Lambert's Cable Splicing Co. LLC	31.59	29.30
42.	Joseph Allen Studivant II	6.79	5.22

4. **ADOPTION OF RESOLUTION APPROVING CERTAIN DOCUMENTS AND APPROVING AND AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE REFINANCING OF A PORTION OF THE COST OF A NEW JAIL OF THE COUNTY OF PASQUOTANK, NORTH CAROLINA:**

The County Manager advised that closing was supposed to have been held last Friday on the USDA financing for the jail project. He stated that the details of the documents have not yet been worked out with USDA. As a result of questions raised by the county's bond counsel, the School of Government and the Local Government Commission both weighed in and agreed that the county could not legally sign the documents USDA was requiring. If the county had done so, it would have immediately made the loan void. Mr. Keaton said he has been in contact with Steve Green in Senator Burr's office who is working with the State Director of USDA to determine how the documents can be revised and what documents the county can sign. He noted that this will affect all local governments in North Carolina that acquire USDA financing, not just Pasquotank County. He stated that everyone involved thought it would be in the best interest of the county to extend the Bank of America construction loan and the USDA loan until September 3<sup>rd</sup> while the document revisions are being made. The Board needs to adopt a resolution approving a fourth modification agreement and other documents related to the extension of the Bank of America construction loan.

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Commissioner Stevenson introduced the following resolution, a copy of which had been provided to each Commissioner and which was read by its title:

RESOLUTION APPROVING A FOURTH MODIFICATION AGREEMENT  
AND CERTAIN OTHER DOCUMENTS AND APPROVING AND  
AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH THE  
FINANCING OF A PORTION OF THE COST OF A NEW JAIL OF THE  
COUNTY OF PASQUOTANK, NORTH CAROLINA.

WHEREAS, the County of Pasquotank, North Carolina (the "County"), is a validly existing political subdivision of the State of North Carolina (the "State"), under and by virtue of the Constitution and laws of the State; and

WHEREAS, the County, Camden County, North Carolina and Perquimans County, North Carolina (collectively, the "Participating Counties") have determined to participate in an undertaking, pursuant to Section 153A-219 and Chapter 160A, Article 20, Part 1 of the North Carolina General Statutes, as amended, to finance a portion of the cost of a project to provide improved regional or district jail or confinement facilities for housing prisoners from the Participating Counties and, in order to execute such undertaking, entered into an Intercounty Agreement Concerning a New Regional Confinement Facility, dated November 17, 2006 (the "Intercounty Agreement"); and

WHEREAS, such project consists of the construction of a jail and related site improvements on approximately 15 acres of land owned by the County in Pasquotank Commerce Park and the acquisition of furnishings and equipment therefor (the "Project"); and

WHEREAS, pursuant to the Intercounty Agreement, the County financed a portion of the cost of the Project by entering into an Installment Financing Contract with RBC Centura Bank, now known as RBC Bank (USA) ("RBC"), dated November 21, 2006 (the "RBC Contract"), and financed another portion of the cost of the Project by entering into an Installment Financing Contract with Bank of America, N.A. ("BofA"), dated February 15, 2007, as modified by a Modification Agreement, dated April 14, 2008, a Second Modification Agreement, dated June 29, 2009, and a Third Modification Agreement, dated March 29, 2010, between the same parties (the "BofA Contract"); and

WHEREAS, the County and BofA desire to modify further the BofA Contract to extend its term and to make certain related changes; and

WHEREAS, pursuant to the Intercounty Agreement, it is now necessary or advisable for the Board of Commissioners for the County (the "Board") to approve certain documents and to approve and authorize certain actions in connection with modifying further the BofA Contract; and

WHEREAS, there have been presented for consideration by the Board copies of the following documents relating to such matter:

(a) a draft of a Fourth Modification Agreement, dated May 4, 2010, between the County and BofA (the "Fourth Modification Agreement"), which would extend the term of the BofA Contract from May 4, 2010 to September 3, 2010 and make certain related changes; and

(b) a draft of a Fourth Amendment to Escrow Deposit Agreement, dated May 4, 2010, among the County, RBC, BofA and RBC Bank (USA) as escrow agent (the "Fourth Amendment to Escrow Deposit Agreement"), which would amend an Escrow Deposit Agreement, dated February 15, 2007, among the same parties, as amended by an Amendment to Escrow Deposit Agreement, dated April 14, 2008, a Second Amendment to Escrow Deposit Agreement, dated June 29, 2009, and a Third Amendment to Escrow Deposit Agreement, dated March 29, 2010, among the same parties, that provides for the investment and disbursement of the proceeds of each of the RBC Contract and the BofA Contract so that such Escrow Deposit Agreement refers to the BofA Contract, as modified by the Fourth Modification Agreement; and

(c) a draft of a Fourth Amendment to Intercreditor Agreement, dated May 4, 2010, among RBC, BofA and the County (the "Fourth Amendment to Intercreditor Agreement"), which would amend an Intercreditor Agreement, dated February 15, 2007, among the same parties, as amended by an Amendment to Intercreditor Agreement, dated April 14, 2008, a Second Amendment to Intercreditor Agreement, dated June 29, 2009, and a Third Amendment to Intercreditor Agreement, dated March 29, 2010, among the same parties, that provides for the relative rights and duties of such parties with respect to certain provisions of the RBC Contract and the BofA Contract so that such Intercreditor Agreement refers to the BofA Contract, as modified by the Fourth Modification Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. The Board hereby confirms that the Project and its use are essential for the County and that the Project will permit the County to carry out public functions that it is authorized by law to perform.

Section 2. The Board hereby finds and determines that it is in the best interest of the County to enter into the Fourth Modification Agreement, the Fourth Amendment to Escrow Deposit Agreement and the Fourth Amendment to Intercreditor Agreement (collectively, the "Documents") in order to effectuate the modification of the BofA Contract as described above.

Section 3. The form and content of each of the Documents, each of which will be a valid, legal and binding obligation of the County in accordance with its terms, are hereby approved in all respects and the Chairman of the Board, the Finance Officer of the County and the Clerk to the Board or their designees are hereby authorized and directed to execute and deliver the Documents, as may be applicable, in substantially the forms presented to the Board, together with such additions, changes, modifications and deletions as they, with the advice of counsel, may deem necessary and appropriate, and such execution and delivery shall be conclusive evidence of the approval and authorization thereof by the Board and the County; provided, however, that the due date of the final Installment Payment is not later than September 3, 2010 and that the aggregate amount of the principal components of the Installment Payments does not exceed \$12,000,000.

Section 4. The Board hereby approves, ratifies and confirms the actions of the County Manager, the Finance Officer and the County Attorney of the County in connection with this matter.

Section 5. The officers and employees of the County are authorized and directed (without limitation except as may be expressly set forth herein) to take such other actions and to execute and deliver such other documents, certificates, undertakings, agreements or other instruments as they, with the advice of counsel, may deem necessary or appropriate to effectuate the transactions contemplated by the Documents.

Section 6. The County covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will comply with the requirements of the Internal Revenue Code of 1986, as amended (the "Code"), as applicable to the BofA Contract, as modified by the Fourth Modification Agreement, except to the extent that the County obtains an opinion of nationally-recognized bond counsel to the effect that noncompliance would not

result in the interest components of the Installment Payments (as defined therein) being includable in the gross income of the recipient thereof under Section 103 of the Code, as more specifically provided therein.

Section 7. This resolution shall take effect immediately upon its passage.

Upon motion duly made and seconded, the foregoing resolution was passed by the following vote:

Ayes: Commissioners Stevenson, Griffin, Perry, Wood, Trueblood, Dixon, and Jordan.

Noes: None.

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Mr. Keaton stated that the Commissioners will be receiving an invitation to the ribbon-cutting and dedication ceremony for the new jail which is scheduled for May 21<sup>st</sup>. Inmates will be moved into the jail on May 24<sup>th</sup>.

**5. REPORTS FROM COMMISSIONERS:**

Commissioner Dixon reported that the Tourism Director and the City Parks & Recreation Director will meet on May 19<sup>th</sup> with the Board of Education to discuss policies on the use of school athletic facilities in an effort to try to increase sports tourism.

Chairman Stevenson asked for an update on the proposed recreation agreement with the city. Mr. Keaton stated that the City Attorney has drafted an addendum to the agreement dealing with liability issues that provides that the county would hold the city harmless if something happened on parks owned by the county, and the city would hold the county harmless if something happened on one of their parks. He said the county's insurance company has reviewed the addendum and provided an opinion. He added that he does not believe the county could hold the city harmless if something happened at Fun Junktion while their employees were operating Fun Junktion. Another provision of the addendum was that the city and county would hold each other harmless for anything that happened before July 1, 2010. Mr. Keaton said since any agreement would not be effective until July 1, 2010 this language is unnecessary. Commissioner Trueblood noted that the city's concerns about Fun Junktion make no sense considering the number of parks the city operates that are adjacent to an unfenced body of water.

Commissioner Trueblood reported that he and Commissioner Jordan attended the retirement ceremony for Captain Mihelic at the Coast Guard Aviation Technical Training Center and it was quite an impressive ceremony. He stated that anyone who has not attended one of these military retirement or change of command ceremonies misses a lot because they are very touching and patriotic ceremonies and he was quite impressed.

Chairman Stevenson stated that he was contacted yesterday by someone regarding the bridge on Main Street Extended and he asked if the Board had ever gone on record requesting DOT to replace the culverts with a bridge in the Main Street Extended area. He said he believes the Board has asked DOT to review the flow, but he is not sure whether the Board has actually informed DOT that in its opinion the culverts need to be removed and replaced with a bridge. He stated that he believes it will not hurt anything to send a letter and it might get results.

Motion was made by Bill Trueblood, seconded by Cecil Perry for the County Manager and Chairman to draft a letter to DOT requesting such action as they deem necessary to get some movement on the part of DOT on the possible replacement of the culverts on Main Street Extended with a bridge. The motion carried unanimously.

**6. RECOMMENDATIONS FROM APPOINTMENTS COMMITTEE:**

Commissioner Trueblood stated that there are a lot of vacancies or upcoming vacancies on boards and committees including a recent resignation from the Board of Zoning Adjustment. He asked if anyone knows someone who would be interested in serving on the Board of Adjustment to have them complete an application for appointment. He advised that the only action taken by the Appointments Committee today was to recommend the reappointment of Richard Williams, Jr. to the Board of Zoning Adjustment.

Motion was made by Bill Trueblood, seconded by Charles Jordan to reappoint Richard Williams, Jr. to the Board of Zoning Adjustment. The motion carried unanimously.

**7. REPORT FROM CLERK:**

The Clerk reminded any Commissioners who plan to attend County Assembly Day in Raleigh on May 19 to let her know by the end of this week so the registrations can be completed.

Chairman Stevenson also reminded the Board of the National Day of Prayer event at the Courthouse this Thursday, May 6, at 12:00 noon.

Chairman Stevenson invited Commissioners to attend the RC&D Annual Seafood Dinner on May 11 at 6:00 PM.

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

Motion was made by Lloyd Griffin, seconded by Cecil Perry to adjourn the meeting. The motion carried and the meeting was adjourned at 7:30 PM.

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CHAIRMAN

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CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA  
MAY 5, 2010**

The Pasquotank County Board of Commissioners met today in a budget work session on Wednesday, May 5, 2010 in the Community Room at the W.C. Witherspoon Memorial Library.

**MEMBERS PRESENT:** Marshall Stevenson, Chairman  
Lloyd E. Griffin, III, Vice-Chairman  
Bill Trueblood  
Cecil Perry  
Jeff Dixon  
Charles H. Jordan

**MEMBERS ABSENT:** Matt Wood

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Assistant County Manager  
Sheri Small, Finance Officer

The Board of Education presented the budget request for the schools for 2010-11. Another budget work session will be held on May 11 at 8:30 AM to review the school budget in detail.

The Board discussed the projected revenue shortfall for 2010-11 and reviewed possible options to fill the gap. The County Manager presented a list of non-mandated services that the county currently provides.

The work session was adjourned at 6:00 PM.

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CHAIRMAN

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CLERK

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

The Pasquotank County Board of Commissioners met today in a budget work session on Tuesday, May 11, 2010 in the Community Room at the W.C. Witherspoon Memorial Library.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Assistant County Manager  
R. Michael Cox, County Attorney  
Sheri Small, Finance Officer

The meeting was called to order at 8:30 AM. The Board reviewed the 2010-11 school budget request with the Board of Education. Following the meeting with the Board of Education, the Board discussed the projected revenue shortfall for the 2010-11 budget and considered possible budget cuts and a possible tax increase to make up the shortfall. The County Manager was directed to prepare some options for the Board to consider.

The work session was adjourned at 11:00 AM.

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CHAIRMAN

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CLERK