

**PASQUOTANK COUNTY, NORTH CAROLINA  
MAY 7, 2007**

The Pasquotank County Board of Commissioners met today in a budget work session on Monday, May 7, 2007 in the Commissioners Board Room in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** Jimmie Harris (*Due to Illness*)

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

The work session was called to order at 2:00 PM. The Board reviewed budget requests from several county departments and College of The Albemarle. The meeting was adjourned at 4:00 PM and was followed by a regular Finance Committee meeting.

---

CHAIRMAN

---

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA  
MAY 7, 2007**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, May 7, 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

**MEMBERS ABSENT:** Jimmie Harris (*Due to Illness*)

**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. Kelly Lacy, Pastor of Glad Tidings Community 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. COMMENTS BY MR. CARL ESTUS:**

Chairman Perry recognized Mr. Carl Estus of the SPCA who updated the Board on shelter issues, including an Adopt-A-Thon, the shelter expansion, and possible certification for a staff member to give rabies vaccinations.

**2. PRESENTATION OF HERBERT G. STOUT AWARD TO JULIE STAMPER FOR VISIONARY USE OF GIS BY LOCAL GOVERNMENT IN NORTH CAROLINA:**

Chairman Perry recognized Mr. Tim Johnson of the North Carolina Geographic Information Coordinating Council. Mr. Johnson stated that the Herbert G. Stout Award is given every two years for exemplary use of GIS by local governments across North Carolina. He said the award is being given to Pasquotank County this year because of the performance of Julie Stamper. He stated that the county's GIS Department not only did good things for the county, but also reached out to counties in the region to provide leadership and to bring GIS data together for the benefit of the region through the Albemarle Regional web site. Mr. Johnson presented the award plaque to Ms. Stamper and he congratulated the county on the award.

Commissioner Wood noted that he has had the pleasure of working with Ms. Stamper for some time and he believes that the words that best exemplify her service are intelligence, creativity, and enthusiasm. He said she brings a lot of creative energy to any project she undertakes and is always anxious to take on a challenge.

County Manager Randy Keaton added that because of Ms. Stamper, Pasquotank County has an extremely good reputation for GIS throughout the state.

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

The Clerk to the Board administered the oath to members of the Board of Commissioners to serve as the Board of Equalization and Review for 2007. Tax Administrator Bill Stevens reported that no appeals have been scheduled for this year. In addition, no one from the public asked to address the Board of E&R.

Motion was made by Lloyd Griffin, seconded by Matt Wood to adjourn the Board of Equalization and Review for 2007. The motion carried.

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

Chairman Perry asked if there were any amendments to the agenda. Commissioner Matt Wood requested that the following recommendations from today's Finance Committee meeting be added to the agenda: 1) Approval of bid for installation of sewer for Section C of the Commerce

Park; 2) Approval of bid for painting Providence water tank; and 3) Approval of purchase of rain/tide gauge monitoring equipment.

Motion was made by Matt Wood, seconded by Lloyd Griffin to add the three additional items listed above to the consent agenda. The motion carried.

**5. DISCUSSION REGARDING ZONING TEXT AMENDMENT ZTA 07-01:**

Commissioner Wood said the Board had previously voted to delay action on Zoning Text Amendment ZTA 07-01 for 60 days which has not yet passed. He stated that he wanted this issue to come back before the Board in order to direct staff as to how to handle it. The text amendment would require all developable lots to have a minimum of 50 feet of road frontage and to be served by public water. If adopted, the amendment would close a loophole that has allowed developers to create 10-acre lots without having to go through any county reviews. Members of the Board discussed their concerns surrounding the development of 10-acre lots, as well as the protection of property owners who have legitimate hardships. The Board agreed to hold a work session solely for the purpose of discussing how to close the loophole that allows developers to create 10-acre lots and also possible provisions for gift lots to children or parents.

**6. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of April 16, April 23, and April 30, 2007 Commissioner Meetings

b. Approval of Tax Releases and Refunds

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

Releases:

		County	City
1.	Ian Shane Maclure	116.88	107.40
2.	Jacento Sabangah	163.88	
3.	Edward William Ahlstrand	128.40	112.00
4.	W.R. Winslow Memorial Home	272.35	231.96
5.	C.D. Thornton, Jr.	570.00	
6.	Kirk Thomas Watson	109.30	
7.	Bruce William Gora	108.65	

Refunds:

1.	Nathan S. Hurdle	609.60	508.00
----	------------------	--------	--------

c. Approval of Bid for Installation of Sewer for Section C of the Commerce Park

The Finance Committee has recommended that a contract be awarded to Enviro-Tech in the amount of \$234,659 for the installation of sewer in Section C of the Commerce Park.

d. Approval of Bid for Painting Providence Water Tank

The Finance Committee has recommended that a bid be awarded to Southern Corrosion, Inc. in the amount of \$108,300 for painting the Providence water tank.

e. Approval of Purchase of Rain/Tide Gauge Monitoring Equipment

The Finance Committee has recommended approval of a recommendation from the Stormwater Management Committee to approve the appropriation of \$8,400 to purchase and install four water level loggers, plus one rain gauge. The equipment will allow the county to collect data on tides and water levels associated with the Knobbs Creek Drainage Project.

Motion was made by Lloyd Griffin, seconded by Bill Trueblood to approve the consent agenda as amended. The motion carried.

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

Releases:

		County	City
1.	Jonathan Edward Denson	72.77	65.64
2.	Tommy Lacey Roland	10.03	
3.	Adam Paul Morehouse	53.76	42.88
4.	Bradley Alan Roper	12.24	10.20

5.	Julio Ivan Alvarado	9.99	
6.	Brent Robert Thornton	17.69	
7.	Shakema Denise Leigh Brown	21.46	
8.	Linwood Thomas Spellman	16.54	
9.	Steve Bright	23.65	19.71
10.	Marlene Angela Dacosta	17.86	19.88
11.	Lemuel Edward White	66.77	
12.	Caleb Dwayne Hudson	22.80	
13.	Wesley Thomas Jordan		49.69
14.	Jennifer Anne Peserik	1.40	1.16
15.	Bruce Kenneth Schunk	14.62	
16.	Jeremiah Eugene Shue	42.08	
17.	Jeremiah Eugene Shue	48.47	
18.	Jeremiah Eugene Shue	20.54	
19.	Stephen Eugene Armistead	86.93	
20.	Tammy Gramby Gordon	12.77	
21.	Donald Roy Ekstrom	67.97	
22.	Kathy Lynn Poole	8.21	6.84
23.	Curtis Paul Albany	60.75	
24.	Jin Shan Wu	2.96	2.46
25.	Lucas James Oliver	12.91	15.76
26.	Lucas James Oliver	21.60	
27.	Willie Timothy Dail	2.76	2.30
28.	Dollie Ann Moore	27.77	22.15
29.	Fred R. Skinner	5.76	4.80
30.	Michael W. Cornwell	65.42	59.52
31.	Robert Erich Hilton	9.77	
32.	Rachel Johnson Reddeck	59.52	
33.	Jonathan M. Goodman	7.15	10.96
34.	Michael V. Marsh	70.80	
35.	Felicia Marie Williams	2.19	1.82
36.	Richard Christopher Smith	7.31	10.83
37.	Deborah Denise Key	8.28	
38.	Parrell Devon Williams	52.80	
39.	Anthony Dale Poole	6.81	5.43
40.	David Branden Morgan	59.36	
41.	Virginia Merget Teague	30.68	25.56
42.	Christopher Nathan Jackson	48.68	
43.	Deborah Denise Key	3.46	
44.	Frankie L. Meads	64.70	
45.	Gregory Edwin Selby	72.14	65.12
46.	Anthony S. Greenwald	99.54	
47.	Charles Dewitt Allen	29.84	
48.	Kevin Grant Routten	64.70	
49.	Scott Gregory Adlon	10.42	
50.	Durwood Leon Sawyer	17.28	14.40
51.	Kevin Louis Schneider	92.02	81.68
52.	Herbert Acosta Cortez	48.96	
53.	Eundence Gerrell Brown	48.35	38.56
54.	Kristian Richard Entwistle	44.74	
55.	William Arthur Lehmann	13.49	11.24
56.	Jonathan J. Anderson	60.38	55.32
57.	Shirley Ann Blanchard	18.27	14.58
58.	Roberta Maggio Hudson	22.01	
59.	Frances Ganley Duhaime	58.23	
60.	Ronald Lee Crowder	42.72	34.07
61.	Brooke Christian Hogue	16.34	
62.	Daniel Stuart Smith	91.30	81.08
63.	Milton David Martin, Jr.	3.12	2.60
64.	Shandi Lea Bullock	74.76	
65.	Sixton D. Figueroa	89.32	
66.	Robert Wade Cline	9.17	
67.	William S. Vann, Jr.	66.07	
68.	Jayesh Janakiai Kinariwala	16.61	13.84
69.	Paul Robert Beavis	2.78	
70.	Jonathan Antoine Moore	3.28	2.62
71.	Scott Edward Walden	5.66	4.72

72.	Scott Edward Walden	94.13	83.44
73.	Jessie Nicole Munroe	9.70	13.08
74.	Michael Kevin Smith	63.31	
75.	Francisco Santiago Rivera	87.50	77.92
76.	Alice Downing Ferebee	19.16	15.96
77.	Tracy Arnetta Stokley	3.51	
78.	Kristoffe Eric Dender	89.88	76.69
79.	Bruce W. Gora	90.43	
80.	Edgardo Mateo	6.05	10.04
81.	Andrew Kenneth Light	9.60	
82.	Dereck Eury	95.18	84.32

Refunds:

1.	Nathan S. Hurdle		36.00
----	------------------	--	-------

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
Johnnie Booker Walton	58-D-119B & 120B	Unoccupied over 10 years

**7. APPROVAL OF FINAL PLAT FOR TWINTREE SUBDIVISION:**

The Board considered the final plat for Twintree Subdivision consisting of five lots at the intersection of Peartree Road, Blount Road, and Ham Overman Road. Assistant County Manager Rodney Bunch explained that all lots will front Ham Overman Road. He stated that water meter fees have been paid and no road bonds are required because no roads have to be constructed. He said staff recommends approval of the final plat subject to the existing cross drain under Peartree Road in front of lots 1 and 5 being cleaned out and jute matting being installed in front of the culverts.

Motion was made by Matt Wood, seconded by Lloyd Griffin to accept the staff recommendation to approve the final plat for Twintree Subdivision subject to the existing cross drain under Peartree Road in front of lots 1 and 5 being cleaned out and jute matting being installed in front of the culverts. The motion carried.

**8. ADOPTION OF RESOLUTION FOR WORKFORCE DEVELOPMENT PROFESSIONALS MONTH:**

The Board considered adoption of a resolution for Workforce Development Professionals Month.

Motion was made by Matt Wood, seconded by Lloyd Griffin to adopt the following resolution designating May as Workforce Development Professionals Month. The motion carried.

**WORKFORCE DEVELOPMENT PROFESSIONALS MONTH 2007**

WHEREAS, the economic development of every region in North Carolina and the ability of our businesses and industries to compete in the global economy is more than ever before dependent on the availability and quality of a skilled workforce; and

WHEREAS, the complexity and fast-paced change in our economy and labor markets puts new demands on individuals and employers at all levels; and

WHEREAS, job seekers need the assistance of knowledgeable and dedicated professionals to facilitate the process by which our workforce identifies, prepares for, obtains and maintains employment and self-sufficiency; and

WHEREAS, employers depend on similar levels of professional services to help them recruit and retain a competitive workforce and to continually upgrade the skill sets of their incumbent employees;

NOW THEREFORE BE IT RESOLVED AND IT IS RESOLVED that the Pasquotank County Board of Commissioners joins with the North Carolina Commission on Workforce Development, the North Carolina Employment and Training Association, and the North Carolina Society for Human Resource Management in designating the month of May to honor all those individuals in

all Workforce Development organizations and partnerships who play such a vital role in our economy.

**9. DISCUSSION OF MEMORANDUM OF UNDERSTANDING WITH BOARD OF EDUCATION FOR FORMER ELIZABETH CITY MIDDLE SCHOOL PROPERTY:**

The Board reviewed a proposed Memorandum of Understanding between the Board of Education and the county regarding transfer of ownership of the former Elizabeth City Middle School property once the school system removes all remaining personal property and the mobile units. Members of the Board questioned when the mobile units will be removed, when the Board of Education will auction the personal property stored in the building, and when the county would take possession of the building. The County Manager said he would clarify these issues and bring the Memorandum of Understanding back to the Board for consideration at the next meeting.

**10. DISCUSSION REGARDING PUBLIC HEARING FOR COUNTRY VILLAGE DRAINAGE IMPROVEMENTS:**

Commissioner Bill Trueblood reported that after the public meeting with residents of Country Village Subdivision to explain the proposed drainage improvements for the subdivision and discuss the estimated cost for each resident, the Stormwater Management Committee voted to recommend that a public hearing be scheduled to determine whether or not the project should move forward. He noted that the majority of those who spoke at the public meeting were not in favor of being assessed for the improvements.

Motion was made by Bill Trueblood, seconded by Lloyd Griffin to move forward with scheduling a public hearing on the Country Village drainage improvements. The motion carried.

Vice-Chairman Lloyd Griffin asked for an update on the North Meadows drainage project. Commissioner Trueblood responded that the Stormwater Management Committee received an update from Kevin Carver with Albemarle Regional Health Services who indicated that activity is ongoing for this project.

**11. REPORT ON MEETING WITH RESIDENTS IN RIVERVIEW ACRES:**

Commissioner Dixon asked for a report on the meeting with the residents in Riverview Acres regarding the potential dredging project. Mr. Rodney Bunch reported that the public meeting was very positive and the property owners within Riverview Acres seemed very enthused over the proposal. He said the next step would be for the county to decide whether to apply for a navigation grant. It is hoped that the county would be able to receive 80% of the funding for the project with the property owners sharing the remaining 20%. He said he has contacted Albemarle & Associates, who did the cost estimate, to ask for a proposal for completing the project which would include the engineering costs, receiving the bids, and inspection of the work. Commissioner Trueblood stated that according to the engineer's estimate, the 52 property owners would each pay about \$2,000 as their share of the cost of the dredging. Commissioner Stevenson asked if the cost of the study could be included in the property owners' share of the cost. He said if it is not included the remainder of the citizens in the county would have to pay for the cost of a study that will only benefit a small area. Mr. Bunch said the cost of the work that has been done so far plus the cost of the rest of the engineering work could be included in the overall application.

**12. REPORT FROM COUNTY MANAGER:**

County Manager Randy Keaton updated the Board on the Library move. He advised that inmates, under the coordination of Solid Waste Director Mike Etheridge, as well as library staff, have done an outstanding job moving. He said most of the books have been put on the shelving. The old shelving has been torn down, moved, and reassembled with new end panels. Mr. Keaton said that the computer furniture was delivered today and is being installed. He added that things are well on their way for the opening of the new Library next Monday. He stated that the Public Safety Building is progressing and it will probably be mid-June before moving will begin. He said once both buildings are occupied, a ribbon-cutting and open house will be scheduled.

**13. APPOINTMENTS TO BOARDS AND COMMITTEES:**

Commissioner Stevenson reported that the Appointments Committee met today and agreed to recommend the following appointments:

Local Emergency Planning Committee – Recommend Paul Fredette to replace Eric Weatherly as the public utilities representative, and recommend Billy Lewis to replace Jimmie Harris as the volunteer fire department representative. The county makes recommendations to the state and the state makes the actual appointments to this committee.

City Recreation Advisory Board – Recommend appointment of Jesse Purkett to the City Recreation Advisory Board to replace Hank Krebs. This appointment will carry over to the next regular meeting for final approval so that Commissioners can be provided a copy of Mr. Purkett's application in the meantime.

Adult Care Home Community Advisory Committee – Reappoint Ginger Parrish to an additional 3-year term.

Airport Authority – Reappoint Lloyd Griffin and Wayne Perry to additional 2-year terms. Since the city will be appointing the chairman as of July 1, the county will lose one of its seats. Commissioner Stevenson said Hugh Clinkscales has agreed to come off of the Airport Authority.

Elizabeth City Downtown Committee – Reappoint Cecil Perry to an additional 2-year term.

Farmers Market Advisory Committee – Reappoint Jeff Spears and Nolita English to additional 3-year terms.

Jury Commission – Reappoint Lee Jones to an additional 2-year term.

Keep Pasquotank Beautiful Committee – Reappoint Carolyn Jennings, Tom Campbell, Liz Linney, Becky Falenski, Van Johnson, Peggy Langley, Rhonda Twiddy, Anne Blindt, Harold Ellingsen, Matt Wood, Rodney Johnson, and Hugh Clinkscales.

Motion was made by Marshall Stevenson, seconded by Bill Trueblood to make the reappointments recommended above by the Appointments Committee, and to refer to the state the names of the two individuals recommended for appointment to the Local Emergency Planning Committee. The motion carried.

#### **14. REPORTS FROM COUNTY COMMISSIONERS:**

Commissioner Dixon said as a result of the recent lockdowns at area schools, the Social Services Board wants to know if the county has a lockdown policy for its buildings since the Health & Social Services Building is located across from a school, or whether they could adopt their own policy. The County Manager said the county does not have a lockdown policy, however the Social Services Department and the Health Department could adopt their own policies.

Commissioner Wood said he would like to thank and commend the Clerk on the job she does preparing the minutes. He stated that the minutes appear to be concise and accurate.

Commissioner Trueblood suggested that Commissioners, in their travels throughout the county, take a look at the water in the swamps and ditches and the effect of the wind tides over the past couple of days.

Vice-Chairman Griffin asked that the County Manager and the DOT District Engineer ride on Old U.S. 17 through the Rabbit's Corner intersection from Johnnie Gregory's Truck Bodies to Erp's Truck Stop. He said at 35 mph there is a noticeable bump in the road.

Vice-Chairman Griffin stated that he has learned that Sheriff's Department deputies are constantly having to go to the Pasquotank Correctional Institution and take reports from staff members regarding incidents that occur at the prison. He said this takes a lot of the deputies' time away from their normal duties and he asked if jailers or prison staff might possibly be made sworn officers so they could take reports. He asked how this situation might be addressed. Sheriff Randy Cartwright stated that this is a problem for any counties where a state prison is located. He said there does not appear to be an easy way to resolve this matter.

Chairman Perry asked for Commissioners to volunteer for a team for the Potato Peeling Contest during the Albemarle Potato Festival on May 19. Commissioners Dixon, Wood, Trueblood and Perry will serve on the team.

Chairman Perry reported that he and Commissioners Dixon and Wood went to Raleigh last week for the NCACC County Assembly Day and spent time with Commissioners throughout the state. He said two main issues discussed were Medicaid relief and Land Transfer Tax which Pasquotank County already has. Chairman Perry said during County Government Week he and Commissioner Wood visited Northeastern High School and Pasquotank County High School to talk about what counties and County Commissioners do. He said he thought the presentations were very effective. Mr. Perry said he also attended several other meetings, events, and groundbreakings during the past few weeks.

Commissioner Stevenson passed out an invitation to all Commissioners to attend the Albemarle RC&D Council's seafood dinner and council meeting on May 15. He asked all Commissioners to consider attending this event because RC&D does a lot for the counties and for the Albemarle Area.

**15. CLOSED SESSION TO DISCUSS THE ACQUISITION OF REAL ESTATE AND TO DISCUSS THE LOCATION OR EXPANSION OF A BUSINESS OR INDUSTRY:**

Chairman Perry asked for a motion that the Board enter Closed Session to discuss the acquisition of real estate and to discuss the location or expansion of a business or industry.

Motion was made by Bill Trueblood, seconded by Lloyd Griffin that the Board enter Closed Session to discuss the acquisition of real estate and to discuss the location or expansion of a business or industry. The motion carried.

Upon the end of Closed Session;

Motion was made by Cecil Perry, seconded by Bill Trueblood that the Board return to Regular Session. The motion carried.

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 Cecil Perry, seconded by Bill Trueblood to adjourn the meeting. The motion carried and the meeting was adjourned at 8:30 PM.

---

CHAIRMAN

---

CLERK