

**PASQUOTANK COUNTY, NORTH CAROLINA
MAY 19, 2003**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, May 19, 2003 in Courtroom C in the Pasquotank County Courthouse.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Asst. County Manager/Planning Director
Karen Jennings, Clerk to the Board

The meeting was called to order at 7:30 PM by Chairman John Kitchen. Chairman Kitchen called on the Rev. Charles Bowe, Pastor of Mary Holly Grove AME Zion Church, to give the invocation. Vice-Chairman Bill Trueblood led in the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Chairman Kitchen asked if there were any amendments to the agenda. No amendments to the agenda were requested.

2. COMMENTS BY MR. JAMES MORRIS REGARDING BOYS & GIRLS CLUB:

Chairman Kitchen recognized Mr. James Morris who asked to address the situation regarding the Elizabeth City Boys & Girls Club. Mr. Morris said that Ed Comstock, Executive Director of the Boys & Girls Club, is his younger brother. He explained that his brother began doing volunteer work with the Boys Club when he was 18 years old, has been a full-time employee for over 23 years, and was appointed Director about five years ago. He stated that even when he became Director, the Boys Club was having financial difficulties. He said it appears that money is needed in order to keep the facility open. Mr. Morris read a portion of an email that was sent to members of the Board of Directors for the Boys & Girls Club by the Regional Services Director. The email indicated that Boys & Girls Clubs of America is prepared to offer \$25,000 to ease the burden and to assist in offering a summer program. In addition, an offer was made of \$2.00 for every \$1.00 raised by the Boys & Girls Club of Elizabeth City up to \$50,000. Boys & Girls Clubs of America would also send in Boys & Girls Club professionals and volunteers to assist in developing plans to address resource development, board development, staff development and program development. The only requirement is that the Elizabeth City Boys & Girls Club remain a Boys & Girls Club organization. This would not however prohibit collaboration with Parks & Recreation or any other not for profit organization. Mr. Morris also read a portion of the email which explained that statements printed in local newspapers indicating that Boys & Girls Clubs of America would not support the local organization if Ed Comstock was not relieved of his duties as Executive Director were inaccurate, and Boys & Girls Clubs of America has apologized to him. Mr. Morris said it appears that the local Boys & Girls Club has been offered serious financial and professional assistance by the Boys & Girls Clubs of America and he is not in favor of the county or the city taking it over. He stated with some assistance and hard work, he feels the local club can make it. He said Ed Comstock has done a lot for the young people of the county, and he would like for the Board to give serious consideration to this issue before getting the county involved in it. Mr. Morris provided a copy of the email for the record.

3. APPROVAL OF MINUTES OF MAY 1 AND MAY 5, 2003 COMMISSIONER MEETINGS:

The minutes of the May 1 and May 5, 2003 Commissioner meetings were presented for approval.

Motion was made by Matt Wood, seconded by Hank Krebs to approve the minutes of the May 1 and May 5, 2003 Commissioner meetings as presented. The motion carried unanimously.

4. PRESENTATION OF RESOLUTION HONORING FAYE E. HOFFMAN:

Chairman Kitchen called on Ms. Faye E. Hoffman to accept a resolution honoring her on her retirement from College of The Albemarle and her service to the community. County Manager Randy Keaton read the resolution and Chairman Kitchen presented it to Ms. Hoffman. The Board congratulated and thanked Ms. Hoffman.

**RESOLUTION HONORING
FAYE E. HOFFMAN**

WHEREAS, Faye E. Hoffman retired from the Community College System after 30 years at The College of the Albemarle, where she served as lead instructor of Cosmetology and Advisor for the Cosmetology Club, having won the Excellence in Teaching Award, and having served on the Buildings and Grounds Committee, the Professional Development Committee, and the Social Committee; and

WHEREAS, throughout her career Faye E. Hoffman earned the affection and respect of all who came to know her; and

WHEREAS, the accomplishments of Faye E. Hoffman have not gone unnoticed beyond the local community, as she has been awarded numerous accolades including but not limited to: induction into the Cosmetology Hall of Fame for the National Cosmetology Association of North Carolina; has twice won the Cosmetologist of the Year for the National Cosmetology Association of North Carolina; has seen her name placed on the Wall of Renown in the National Cosmetology Association Office in Chicago; has won the Spirit Award for North Carolina at the National Cosmetology Association Delegate Convention; has won the Joe Snoterly Achievement Award for Outstanding Service and Professional Achievements in Cosmetology; is currently representing North Carolina at the National Meeting in Chicago for the Community Leadership Award, the highest award given by this national association; and

WHEREAS, Faye E. Hoffman has served as President of the Community Colleges Cosmetology Instructors Association; has served as State President of the National Cosmetology Association of North Carolina; has served and is currently serving as Chairwoman of the Cosmetology Educational Committee for the National Cosmetology Association of North Carolina; is currently serving as the Treasurer of the Cosmetology Liaison Council; and

WHEREAS, the accomplishments of Faye E. Hoffman have not gone unnoticed in the local community where she continues to demonstrate her genuine concern and love for this community through her endless involvement in numerous civic endeavors such as the Chamber of Commerce, the Albemarle Cosmetology Association of Elizabeth City, the Cinderella/New Years Eve Ball Committee, the Elizabeth City Junior Woman's Club, and the Elizabeth City Woman's Club; and

WHEREAS, in these community endeavors Faye has been awarded The Outstanding New Member Award, The Linda G. White Award, The Juanita Bryant Citizenship Award, The Dorothy H. Brown Award, the Minnie Lou Parker Creech Award; and

NOW THEREFORE BE IT RESOLVED that the Pasquotank County Board of Commissioners extends its heartfelt thanks to Faye E. Hoffman for her many contributions to the community, and offers its sincerest congratulations and best wishes for many happy productive years to come.

IN WITNESS WHEREOF I have set my hand and seal this 19th day of May, 2003.

5. PUBLIC HEARING ON SALE OF LOT 14, SECTION A, PHASE 1 IN THE PASQUOTANK COUNTY COMMERCE PARK:

Chairman Kitchen declared the meeting to be a public hearing on the sale of Lot 14, Section A, Phase 1 in the Pasquotank County Commerce Park. He stated that it is proposed to sell the two-acre parcel to Electronic Keyboards, Inc. for \$20,000. Chairman Kitchen asked if anyone would care to comment on the sale of this lot. At the absence of comments the public hearing was closed and Chairman Kitchen asked for the Board's decision concerning the sale of the lot.

Motion was made by Bill Trueblood, seconded by Cecil Perry to approve the sale of Lot 14, Section A, Phase 1 in the Commerce Park to Electronic Keyboards, Inc. for \$20,000. The motion carried unanimously and the following resolution authorizing the sale was adopted.

**RESOLUTION AUTHORIZING SALE OF REAL PROPERTY
FOR ECONOMIC DEVELOPMENT**

WHEREAS, North Carolina General Statute §158-7.1 authorizes a county to undertake an economic development project by conveying property to a company in order to cause the company to locate or expand its operations within the county; and

WHEREAS, Pasquotank County is the owner and developer of the Pasquotank County Commerce Park, Lot 14, of which is a two acre tract; and

WHEREAS, Pasquotank County and Electronic Keyboards, Inc. have engaged in private negotiations for the conveyance of Lot 14, to the end that Electronic Keyboards, Inc., will construct a \$262,000 manufacturing facility on the tract and have reached tentative agreement on the terms for conveyance; and

WHEREAS, the Board of Commissioners of Pasquotank County has held a public hearing to consider whether to approve conveyance of the tract to Electronic Keyboards, Inc.;

THEREFORE, THE BOARD OF COMMISSIONERS OF PASQUOTANK COUNTY RESOLVES THAT:

1. The Chairman of the Board of Commissioners is authorized to execute the necessary documents to convey to Electronic Keyboards, Inc., the real property more particularly described below:

Being all of Lot 14 in the Pasquotank County Commerce Park, Section A, Phase 1 as shown in Map Book 26, Page 32 of the Pasquotank County Public Registry.

2. The conveyance of the property to Electronic Keyboards, Inc., will stimulate the local economy, promote business, and result in the creation of a substantial number of jobs in Pasquotank County that pay at or above the median average hourly wage in the county. The probable average hourly wage at the facility to be constructed by Electronic Keyboards, Inc., is \$9.00. This determination of the probable average hourly wage at the facility is based upon materials provided to the county by Electronic Keyboards, Inc.

3. The fair market value of the property, subject to the covenants and conditions associated with the Pasquotank County Commerce Park is \$20,000. This determination of fair market value is based upon the sales price of comparable tracts of land in Pasquotank County, as reported to the Board of Commissioners.

4. As consideration for the conveyance of the property, Electronic Keyboards, Inc., will pay \$20,000.00 at closing.

Adopted this 19th day of May, 2003.

6. REQUEST FOR SUPPORT OF UNDERGROUND RAILROAD PROJECT:

Chairman Kitchen recognized Ms. Wanda McLean who presented a request for the Board's support of an Underground Railroad Project. She said the main initiatives of the United States Park Service's Underground Railroad Network to Freedom Program are preserving American history, understanding and interpreting the Underground Railroad, designating an Underground Railroad Trail throughout the country, and having communities to submit nomination applications for Underground Railroad designation. She explained that an Underground Railroad Trail in Northeastern North Carolina would increase tourism, enhance educational and cultural activities, increase the interest and the importance in preserving the region's history, develop a more accurate understanding as to why things happened, and grow closer towards racial harmony. Ms. McLean said she has done research over the past 20 years concerning the Great Dismal Swamp and learned that the Great Dismal Swamp and the local waterways were not only important for commerce, but also instrumental in helping people obtain their freedom from slavery. She stated that she has a great deal of documentation in reference to activities between black people and white people in Northeast North Carolina in helping black slaves escape to freedom. She said as of today she has located 21 runaway slave ads from 1791 to 1840 advertising slaves running to or running from Pasquotank County. Ms. McLean advised that this classifies Pasquotank County for nomination as a Designated Underground Railroad District Site. She said she has other documentation that classifies the Pasquotank County Courthouse as

an Underground Railroad Site or Facility Site; the site of former 1802 Pasquotank County Jail House on Pool Street for nomination as an Underground Railroad Landmark Site; the Pasquotank River as an Underground Railroad Natural Feature Site; and the Pasquotank-Camden Library and the Genealogical Library as an Underground Railroad Facility Site. Ms. McLean asked that the Board authorize her to complete applications for the Network to Freedom Program, that the Board provide letters of support when they are needed, and that the Board provide assistance by contacting legislators in Washington when the applications are submitted to the National Park Service. She stated that she has already received approval from Camden County, the City of Elizabeth City, and Elizabeth City State University to proceed with the applications and she asked that the Board adopt a resolution authorizing her to proceed. Ms. McLean stated that approval of the designations would be important for historical preservation, for educational purposes, and for tourism in Northeastern North Carolina. Commissioner Matt Wood suggested in order for the Board to absorb all of the information provided by Ms. McLean that the resolution be considered at the June 2 Commissioner meeting. He said this would also give Ms. McLean time to meet with the County Manager to determine what else is needed in the way of letters of support or other supporting information. The Board agreed to consider this resolution at the next meeting.

7. APPROVAL OF FINANCE COMMITTEE RECOMMENDATIONS:

a. Budget Amendments

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

Capital Reserve

Increase	021.0550.4835.00	Sale of Assets	152,641.00
Increase	021.8200.5960.01	Capital Reserve	152,641.00

School Cap Proj/Cap Reserve

Increase	040.8900.5980.21	Transfer to Capital Reserve	85,000.00
Decrease	040.8900.5580.10	Weeksville School	85,000.00
Increase	021.0700.4981.40	School Capital Project-Transfer	85,000.00
Increase	021.8200.5960.01	Reserve-Schools	85,000.00

Friends of the Library

Increase	024.0600.4611.03	Book Sales	887.00
Increase	024.0600.4611.04	Membership Dues	400.00
Increase	024.0600.4833.00	Donations	130.00
Increase	024.0600.4611.05	Fundraisers	80.00
Increase	024.0500.4831.00	Interest	3.00
Increase	024.6110.5232.00	Library Materials	1,500.00

Data Processing

Decrease	010.6900.5991.00	Contingency	2,860.00
Increase	010.4135.5500.00	Capital Outlay	2,860.00

b. 1% Discount for Payment of Taxes in July and August

The Finance Committee has recommended that the Board approve a 1% discount for payment of 2003 taxes in July and August.

c. Fees for Meads Pool and Fun Junktion

The Finance Committee has recommended that the Board approve the following fees for Meads Pool and Fun Junktion for the upcoming year:

Meads Pool

Daily Attendance	\$ 4.00
Group Rates 20 or more	\$ 3.00
Season Pass	\$40.00
Swimming Lessons	\$45.00

Fun Junktion

Daily Attendance	\$ 2.00
4 yrs & under	Free

d. Memorandum of Agreement between Pasquotank County and Center for Geographic Information & Analysis

The Finance Committee has recommended that the Board approve a proposed memorandum of agreement between Pasquotank County and the State of North Carolina Center for Geographic Information & Analysis for information-sharing between the county's GIS office and CGIA.

e. Tax Releases

The Finance Committee has recommended that the Board approve the following tax releases:

Releases:

		County	City
1.	John Frederick Fowlds	108.70	
2.	Michael Christopher Frame	110.94	
3.	Herbert Anthony McCalla	113.95	
4.	Randy Anson Culpepper	132.61	100.60
5.	William Clark Bell	106.21	
6.	Charles Scott Brant	169.16	
7.	Wesley Shawn Goodnight	110.68	84.79
8.	Duane A. Jones		132.32

Motion was made by Bill Trueblood, seconded by Matt Wood to approve items a through e as recommended by the Finance Committee. The motion carried unanimously.

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

Releases:

		County	City
1.	Teresa Shea Bowser	17.71	12.77
2.	Harold Theodore Williams, Jr.	8.47	6.10
3.	Timothy A. McKee	42.23	
4.	John Henry Galligan	5.38	
5.	Roy Lee Moore, Jr.	76.62	55.24
6.	Billy Joseph Griffin	53.66	
7.	Brian Lee Wooten	35.69	
8.	Michael Scott Cumberland	71.38	
9.	Octavia Lynnette Riddick	7.99	5.76
10.	Josi Marie Tatem	11.82	
11.	Justin Martin Overcash	8.60	11.20
12.	Raymond Edgar Bumgardner, Jr.	5.89	
13.	Banks Augusta Staten, Jr.		65.64
14.	Banks Augusta Staten, Jr.		84.86
15.	Anne Akielaszek Ross	2.23	1.61
16.	James Albert Allen	13.55	
17.	Dion Shea Powers	63.04	50.45
18.	Joseph Overton, Jr.	65.22	59.21
19.	Joseph Overton, Jr.	79.54	71.11
20.	Roosevelt Gibson	55.75	51.34
21.	Ricky Perry	55.34	
22.	Linda Staples Frazier	43.09	
23.	Clifford Henson Smith	42.79	30.85
24.	Christine Michelle Proulx	14.53	15.48
25.	Waste Industries, Inc.	16.68	
26.	Robert Wilson Overton		.62
27.	Richardo Rodriguez Vega	16.08	
28.	Matthew Allen High	91.76	71.15
29.	Stacey Jean Scott	3.78	
30.	Camilla Mitchell Lowry	49.19	
31.	Roberta Maggio Hudson	18.83	
32.	Roberta Maggio Hudson	14.10	

33.	Stephen Troy Underwood	17.11	17.34
34.	Steven Craig Meads	23.16	
35.	Anthony Ennamorato, Jr.	51.51	
36.	James Clifton Simpson, Jr.	48.89	
37.	Jayesh Janakrai Kinariwala	23.99	17.30
38.	Signe Dillon Albertson	14.84	
39.	Carolina Coast & Lakes, Inc.	6.88	

Refunds:

		County	City
1.	Joseph Robert Reinhart	69.83	55.34

8. CONSIDERATION OF PRELIMINARY PLAT FOR QUEENSWOOD SUBDIVISION, PHASE 4:

Planning Director Rodney Bunch presented the preliminary plat for Queenswood Subdivision, Phase 4, consisting of 20 residential lots. The Planning Board reviewed the plat during its April 24 meeting and voted unanimously to recommend approval of the plat subject to increasing a drainage easement between lots 83 and 84. This change has been made on the plat.

Motion was made by Matt Wood, seconded by Marshall Stevenson to approve the preliminary plat for Queenswood Subdivision, Phase 4. The motion carried unanimously.

9. ADOPTION OF RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT PURCHASE CONTRACT WITH FIRST CITIZENS BANK FOR FINANCING THREE FIRE TRUCKS:

The Board considered adoption of a resolution that will authorize the Chairman and the County Manager to execute the various documents on the county's behalf for financing three fire trucks. County Manager Randy Keaton explained that the Board has previously approved the bid that was submitted by First Citizens Bank and needs to adopt a resolution authorizing the Chairman and him to sign the paperwork with the banks. He added that the fire trucks are due to be delivered this week and the loan can be closed this week after the Board adopts the resolution.

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT PURCHASE CONTRACT WITH FIRST CITIZENS BANK TO FINANCE THE ACQUISITION OF CERTAIN EQUIPMENT FOR USE BY THE COUNTY OF PASQUOTANK, NORTH CAROLINA, AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH

BE IT RESOLVED by the governing body for the County of Pasquotank, North Carolina (the "Borrower"):

Section 1. The governing body does hereby find and determine:

- a) The County of Pasquotank proposes the acquisition of certain equipment, which may include fixtures as more fully described in the hereinafter mentioned Contract (collectively, the "Equipment");
- b) After consideration, the governing body has determined that the most advantageous manner of financing thereof is by an installment contract pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended;
- c) Pursuant to said Section 160A-20, the County of Pasquotank is authorized to finance the acquisition of personal property, including fixtures, by installment contracts that create a security interest in the property financed to secure repayment of the financing; and
- d) First Citizens Bank ("Bank") has proposed that Bank finance the Equipment pursuant to an Installment Purchase Contract ("Contract") between the Borrower and Bank.

Section 2. The governing body hereby authorizes and directs the Authorized Officer to execute, acknowledge and deliver the Contract on behalf of the Borrower in such form and substance as the person executing and delivering such instruments on behalf of the Borrower shall find acceptable. The Clerk is hereby authorized to affix the official seal of the County of Pasquotank to the Contract and attest the same.

Section 3. The proper officers of the Borrower are authorized and directed to execute and deliver any and all papers, instruments, opinions certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this Resolution and Contract.

Section 4. Notwithstanding any provision of the Contract, no deficiency judgment may be rendered against the Borrower in any action for breach of a contractual obligation under the Contract and the taxing power of the Borrower is not and may be pledged directly or indirectly to secure any moneys due under the Contract, the security provided under the Contract being the sole security for Bank in such instance.

Section 5. The Borrower 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 required so that interest on the Borrower's obligations under the Contract will not be included in the gross income of Bank.

Section 6. The Borrower hereby represents that it reasonably expects that it, all subordinate entities thereof and all entities issuing obligations on behalf of the Borrower will not issue in the aggregate more than \$10,000,000 of tax-exempt obligations (not counting private-activity bonds except for qualified 501(c)(3) bonds as defined in the Code) during calendar year 2003. In addition, the Borrower hereby designates the Contract and its obligations under the Contract as a "qualified tax-exempt obligation" for the purposes of the Code.

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

Upon motion of Commissioner Lloyd Griffin, seconded by Commissioner Marshall Stevenson, members of the governing body, the foregoing resolution entitled "RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT PURCHASE CONTRACT WITH FIRST CITIZENS BANK TO FINANCE THE ACQUISITION OF CERTAIN EQUIPMENT, AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH" was passed by the following vote:

Ayes: Commissioners John W. Kitchen, Sr., Bill Trueblood, Matt Wood, Lloyd E. Griffin, III, John "Hank" Krebs, Marshall H. Stevenson, Jr. and Cecil Perry.

Noes: None.

PASSED AND ADOPTED this 19th day of May, 2003.

10. CONSIDERATION OF SITE PLAN AND BUILDING PLAN FOR ELECTRONIC KEYBOARDS, INC.:

Planning Director Rodney Bunch introduced Mr. Jim Bowen, President of Electronic Keyboards, Inc. Mr. Bunch passed out and reviewed the site plan for lot 14, a two-acre parcel in the Pasquotank County Commerce Park where Mr. Bowen plans to construct a 9,375 square foot facility to house Electronic Keyboards, Inc.. Mr. Bunch stated that the plan appears to meet all of the requirements of the Commerce Park Restrictive Covenants.

Motion was made by Matt Wood, seconded by Lloyd Griffin to approve the site plan for Electronic Keyboards, Inc. as presented. The motion carried unanimously.

Mr. Bunch also presented and reviewed with the Board the building plan for the Electronic Keyboards facility. He stated that the building plan meets all of the requirements of the Restrictive Covenants.

Motion was made by Matt Wood, seconded by Hank Krebs to approve the building plan for Electronic Keyboards, Inc. as presented. The motion carried unanimously.

The Board thanked Mr. Bowen for his interest in the area.

11. CONSIDERATION OF REQUEST FROM BOARD OF EDUCATION FOR CONSTRUCTION OF NEW MIDDLE SCHOOL:

The Board considered a request from the Board of Education that the county proceed with the necessary planning to include a new middle school in its capital plans for completion as soon as possible.

Motion was made by John Kitchen, seconded by Cecil Perry to proceed with the plan to construct a new middle school, provided there is sufficient land on county property behind Northside Elementary School and Pasquotank County High School.

Discussion followed and Commissioner Wood asked the process of establishing a budget for the proposed new school construction in order for the project to fit within the county's current plans. Chairman Kitchen stated that a joint meeting with the Board of Education will be scheduled within the next six weeks and he would suggest that the Board of Education be requested to take no action on the project until after that joint meeting. This would provide time for the county to determine the amount of funds that will be available for construction of a new middle school.

The motion carried by a six to one vote with Commissioner Griffin voting against the motion.

12. REPORTS FROM COUNTY COMMISSIONERS:

Commissioner Hank Krebs reported that he plans to attend the Latino Legislative Meeting in Raleigh on May 27 with Northeast Community Development Corporation. He said he has also been working with Representative Owens and the Department of Commerce to try to secure some projects at the Coast Guard Base.

Commissioner Lloyd Griffin reported that Albemarle Commission met last week and presented a balanced budget without any funding increases. The Commission expressed appreciation to the county for its contribution this year. Commissioner Griffin said a program was presented on the state's efforts to obtain its share of \$30 million in Homeland Security funds and forming a consortium with emergency service agencies to ensure that local governments receive their fair share of the funds and that their personnel are properly trained.

Commissioner Matt Wood reported that he and Chairman Kitchen went to Raleigh today on behalf of the Albemarle Economic Development Commission and made a presentation to developers at the North Carolina Department of Commerce. He stated that they had tremendous support from the Northeast Partnership that planned the event and actually created the presentation. He said the Partnership has been tremendous to work with, continues to save the county a great deal of money, and does an excellent job with regard to recruiting industry. He added that the Northeast Partnership should be commended for the work it has done.

Commissioner Wood stated that the Newland Dike Committee had its first meeting with the dike property owners. He noted that each Commissioner has received a copy of the minutes from that meeting. He asked that the Board support the decision that was made at the meeting to proceed with seeking funding for repairing the area of the dike that was damaged by Hurricane Floyd and direct the County Planning Director to develop proposals as to what needs to be funded, how much it would cost, and sources of funds for paying for the repairs. Planning Director Rodney Bunch explained that two years ago when the drainage districts were established, Mr. Dwane Hinson of the Soil Conservation Service did an estimate and determined the repairs would cost \$14,000. The property owners in the area are being assessed to raise the \$14,000 over a six-year period. He stated that no instruction has been given to advertise for bids and perform the work.

Motion was made by Matt Wood, seconded by Hank Krebs to direct that bids be solicited and the needed work be done to repair the damage to the Newland Dike that resulted from Hurricane Floyd. The motion carried unanimously.

The Board asked that a letter be sent to the property owners notifying them of this action by the Board.

Commissioner Cecil Perry reported that he attended several meetings recently including a program on adoption sponsored by the Department of Social Services, and a Financial Planning Workshop sponsored by the North Carolina Association of County Commissioners. He said he

also attended a meeting of the Jail Commission today and discussed the possibility of trying to formalize some means to deal with the overcrowding situation at the jail.

Vice-Chairman Bill Trueblood reported that last Thursday the Land Use Planning Committee met, and will have one more meeting before wrapping up year one of the two-year plan to develop land use. He stated that the committee has gathered a lot of information and he would encourage all Commissioners to try to attend as many of the meetings as possible. Mr. Trueblood explained that during the second year there will be meetings involving the community. He said there is still a lot of work to be done as input from Commissioners and from citizens is needed as this process moves forward.

13. APPOINTMENTS TO BOARDS AND COMMITTEES:

Vice-Chairman Trueblood stated that the Appointments Committee has recommended the following appointments to boards and committees:

Pasquotank-Camden Library Board – Appoint Geraldine Hutchings to fill unexpired term of Lee Leidy who has resigned. The unexpired term will expire on June 30, 2004. A copy of Ms. Hutchings' application has previously been provided to the Board.

Aging Advisory Council – Reappoint Sue Norton to an additional two-year term.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to approve the appointments recommended by the Appointments Committee. The motion carried unanimously.

14. REPORTS FROM ASSISTANT COUNTY MANAGER/PLANNING DIRECTOR:

Assistant County Manager Rodney Bunch reported to the Board that there will be some small revisions in the site plan for property in the Commerce Park that is being developed currently by Elizabeth City Glass and Beau, LLC. He said there will be some shifting of the parking lot, however this will not have an effect on the percentage of impervious coverage.

Mr. Bunch advised the Board that a purchase order has been issued for the signage for the Commerce Park and the banner for the spec building as previously approved by the Board.

15. CALL FOR BUDGET WORK SESSIONS:

The Board considered several dates to schedule budget work sessions. Work sessions were scheduled for Thursday, May 22 at 7:00 PM, Tuesday, May 27 at 7:00 PM, and Wednesday, May 28 at 7:00 PM.

Motion was made by Marshall Stevenson, seconded by Hank Krebs to schedule budget work sessions on May 22, May 27, and May 28, 2003 at 7:00 PM. The motion carried unanimously.

Chairman Kitchen 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 Matt Wood, seconded by Lloyd Griffin to adjourn the meeting. The motion carried and the meeting was adjourned at 8:40 PM.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
MAY 22, 2003**

The Pasquotank County Board of Commissioners met today in a special work session on Thursday, May 22, 2003 in the Commissioners' Board Room in the Pasquotank County Courthouse.

MEMBERS PRESENT: John W. Kitchen, Sr., Chairman
Bill Trueblood, Vice-Chairman
Lloyd E. Griffin III
John "Hank" Krebs
Marshall H. Stevenson, Jr.
Cecil Perry

MEMBERS ABSENT: Matt Wood (due to family emergency)

OTHERS PRESENT: Randy Keaton, County Manager
Sheri Bulman, Finance Officer

The meeting was called to order at 7:00 PM.

1. APPROVAL OF LEASE AGREEMENT WITH ALBEMARLE HOSPITAL AUTHORITY:

The Board considered approval of a revised lease agreement with Albemarle Hospital Authority that was approved by the Albemarle Hospital Authority Board of Commissioners at its meeting this week.

Motion was made by Bill Trueblood, seconded by Lloyd Griffin to approve the lease agreement with Albemarle Hospital Authority as proposed.

Discussion followed and Commissioner Griffin asked if arrangements have been made for the payment of attorney fees associated with Mr. Bob Wilson's preparation of the agreement. Chairman Kitchen stated that he and the County Attorney plan to contact Mr. Wilson next week to discuss his bill.

The motion to approve the lease agreement carried unanimously.

2. BUDGET WORK SESSION:

The Board held a work session on the 2003-04 fiscal year budget.

Motion was made by Lloyd Griffin, seconded by Hank Krebs that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 10:30 PM.

CHAIRMAN

CLERK