

**PASQUOTANK COUNTY, NORTH CAROLINA
JUNE 25, 2001**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, June 25, 2001 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Matt Wood, Chairman
Samuel S. Davis, III, Vice-Chairman
W.C. Witherspoon
Horace C. Pritchard, Sr.
Lloyd E. Griffin, III
John W. Kitchen, Sr.
Bill Trueblood

MEMBERS ABSENT: None

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

The meeting was called to order at 7:00 PM by Chairman Matt Wood. Commissioner W.C. Witherspoon gave the invocation and Vice-Chairman Sam Davis led in the Pledge of Allegiance to the American Flag.

1. APPROVAL OF AGENDA:

Chairman Wood asked for any additions or changes to the agenda. Commissioner Lloyd Griffin asked that the agenda be amended to include additional tax releases and refunds that were approved at the Finance Committee meeting today, as well as the award of a bid to Magette Well & Pump Company for replacement of three water supply wells. Vice-Chairman Sam Davis requested an amendment to include an additional appointment recommended by the Board Appointments Committee. County Manager Randy Keaton asked that the budget amendments and the lease agreement with OIC that were approved at the Finance Committee meeting today be added to the agenda. Chairman Wood said these items would be dealt with when the recommendations from the Finance Committee and Board Appointments Committee are considered.

Motion was made by Bill Trueblood, seconded by John Kitchen to approve the agenda as amended. The motion carried unanimously.

2. APPROVAL OF MINUTES OF JUNE 11 & JUNE 13, 2001 COMMISSIONER MEETINGS:

The minutes of the June 11 & June 13, 2001 Commissioner meetings were presented for approval.

Motion was made by Bill Trueblood, seconded by Sam Davis to approve the minutes of the June 11 & June 13, 2001 Commissioner meetings as presented. The motion carried unanimously.

3. COMMENTS BY COMMISSIONER W.C. WITHERSPOON:

Chairman Wood recognized Commissioner W.C. Witherspoon who commented that he has never worked with a more hospitable group than the current Board of Commissioners. He said when he was recently ill all of the members came to his assistance. He stated the Board is also doing everything possible to help the people of Pasquotank County. Commissioner Witherspoon said he would like to publicly thank the Commissioners and the staff for all they do.

4. COMMENTS FROM THE PUBLIC:

Chairman Wood recognized Mr. Tom Memolo who addressed the Board regarding the proposed Weeksville School sewer line. Mr. Memolo said there is a definite opposition to the installation of the sewer line. He stated that he cannot understand why the county would spend over

\$400,000 to run a sewer line and then give the line to the city. He suggested that the Board vote to install a new septic system at Weeksville School and drop the sewer line project.

Mr. Bob Luther stated that the cost difference of \$300,000 to \$400,000 for a sewer line as opposed to a septic system is not necessary because the septic system could do the job for a lot less. He said as a taxpaying citizen he has a problem with the county purchasing property under threat of condemnation to install a septic tank and then not using the property for that purpose. He said this is a matter of integrity and would be an insult to the taxpayers if not carried out.

Mr. Ernest Moody said he would like to thank the County Commissioners and especially Commissioner Sam Davis for giving the people of Poplar Drive a paved street. He said after eighteen years the street has finally be paved. Mr. Moody stated that he is against the proposal to run a sewer line from the City of Elizabeth City to Weeksville Elementary School. He said Elizabeth City does not need to have any ties to property belonging to Pasquotank County.

Miss Una Green stated that the ABC Board sent a letter to the Board of Commissioners in January, 2001 requesting the Board to leave the current ABC Board fully intact until the new ABC store construction project is completed. She said she knows that the Board's policy allows appointees to boards and committees to remain for at least eight years. Miss Green said she will complete three years on the ABC Board on June 30 and she requested that she be reappointed for an additional term.

5. PUBLIC HEARING ON SUB-ALLOCATION OF RURAL OPERATING ASSISTANCE PROGRAM FUNDS:

Chairman Wood declared the meeting to be a public hearing on the sub-allocation of Rural Operating Assistance Program Funds for transportation. County Manager Randy Keaton explained that \$62,770 is available for Pasquotank County for the upcoming fiscal year, with \$40,513 proposed to be allocated for the Elderly and Disabled Transportation Assistance Program administered by Intercounty Public Transportation Authority; \$7,336 for the Work First Transitional/Employment Transportation Assistance Program administered by the Department of Social Services; and \$14,921 for the Rural General Public Program administered by Intercounty Public Transportation Authority. Mr. Keaton said the purpose of the public hearing is to receive comments from the public on the allocations. He added that the county could change the allocations to the different agencies. Chairman Wood asked for comments on the sub-allocation of the Rural Operating Assistance Program funds. At the absence of comments, the public hearing was closed, and Chairman Wood asked for the Board's decision on the sub-allocation of funds.

Motion was made by Horace Pritchard, seconded by W.C. Witherspoon to approve the sub-allocation of Rural Operating Assistance Program funds as proposed. The motion carried unanimously.

6. PUBLIC HEARING ON FISCAL YEAR 2001-02 COUNTY BUDGET:

Chairman Wood declared the meeting to be a public hearing on the proposed 2001-02 fiscal year budget. He asked if anyone would care to comment on the proposed budget.

Mr. Mark Small, Chairman of the Elizabeth City-Pasquotank Board of Education, stated that this has been a difficult budget year for the school system with unforeseen increases in fuel and utility expenses. He said the Board of Education would like to convey to the Board of Commissioners the sense of strong need of the public schools. He said the current expense budget presented by the Board of Education was a bare bones budget and the capital outlay budget was certainly not extravagant. Mr. Small stated that if the schools are funded at the level indicated in the proposed county budget, the Board of Education will have to cut positions and services which will adversely affect students. He said he would implore the Board as the year goes on to provide additional school funding if the funds can be found. He said the Board of Education would be indebted.

Dr. Tony Stewart, Superintendent of Schools, stated that the school system needs to continue the services and programs it currently provides for the children in Pasquotank County. He said that many of the circumstances the school system faces this year are a little unusual, such as the loss of about \$400,000 in state revenue and the increased utility costs, as well as other things over which the Board of Education has no control. He said he would encourage the Board of Commissioners, if there is any way possible, to find some additional funding for education and do all that it can for the children of Pasquotank County.

Mr. Hezekiah Cooper, a member of the Board of Education, said that money is needed in order to provide a first-class education for the county's children. He said the Elizabeth City-Pasquotank County School System is one of the best school systems in Northeastern North Carolina and needs to continue to train and educate children for the world of tomorrow.

Mrs. Lavera Burnim thanked the Board for its support of public education in the past and urged the Board to do more for the schools than is proposed in the budget. She said the Commissioners have a daunting task, however the schools do too in serving the children of Pasquotank County. She outlined several specific items that contributed to the Board of Education's request: a state cut of at least \$400,000, increased hospitalization costs of approximately \$100,000, an increase in utility costs of about \$125,000, a state mandated salary increase for local funded teaching positions which will cost more than \$100,000. Mrs. Burnim said these items alone contribute to about \$700,000 of the increase in the school system's budget request, and there is no way the school system can pay for this with the \$200,000 increase proposed by the Board of Commissioners. She commended the superintendent on what he is doing to try to close the gap, but said the schools cannot make up the shortfall with fund balance. She urged the Board to reconsider the school system's budget request.

Chairman Wood asked if there were any further comments from the public. At the absence of further comments, he declared the public hearing closed and asked for a motion or discussion from the Board.

Motion was made by Lloyd Griffin, seconded by Sam Davis to not vote on the proposed FY 2001-02 budget tonight based on the following items: the budget was not presented in full as expected by the Board; budget increases for solid waste tipping fees were included in the proposed budget that were previously not discussed; the Water Department budget had not been reviewed prior to presentation; the budget message does not include revisions requested.

Discussion followed and Vice-Chairman Sam Davis stated that he feels strongly that the school budget request was cut too deeply. He said he would even propose a 2¢ tax increase in order to give additional funds to the Elizabeth City-Pasquotank Public Schools. He said he understands from Representative Bill Owens that the county may receive its final quarter reimbursement which could help offset this. He said he cannot vote for the budget due to the use of the hospital money as it has been proposed. He stated that he would have liked to see this money used for school capital improvement needs as well as medical uses.

Commissioner John Kitchen said he sympathizes with the School Board, however the School Board must understand that the county is in no better financial condition because it has been affected by state budget cuts as well, and the county has other obligations besides the schools. He stated that the school system needs to institute a plan to try to insure that lights are turned off when buildings are not in use and to institute other measures to reduce high utility bills. He said it concerns him that the county cannot comply with the request of the School Board, however he does not know where the money would come from. He stated that over the last two years, taxes have increased 13¢, and he is not in favor of increasing them more.

Commissioner W.C. Witherspoon said he was in the field of education for over 35 years and it concerns him that the children will be the ones to suffer. He stated that he believes the county must look after its children first.

After discussion, the following amendment to the motion was made:

Motion was made to table action of the FY 2001-02 budget until Wednesday, July 27 at 8:00 PM when tonight's meeting will be reconvened to further review and consider the budget. The amended motion carried unanimously.

7. **CONSIDERATION OF RECOMMENDATIONS FROM PLANNING BOARD REGARDING WATER SUPPLY WATERSHED ORDINANCE:**

The Board considered a recommendation from the Planning Board that the Board of Commissioners formally request the City of Elizabeth City to abandon the water supply intake at the end of Whitehurst Street.

Mr. Rodney Bunch explained that the county was mandated by the state to adopt the Water Supply Watershed Ordinance in 1994 because of a City of Elizabeth City water supply intake located at the end of Whitehurst Street. He said the Division of Water Quality is now requesting that the ordinance be updated to include a number of clarifications. Mr. Bunch said the ordinance has had no significant impact on residential development. He outlined the areas that are affected by the ordinance and the restrictions of only 36% impervious coverage allowed for commercial and industrial development within the coverage area. He said this effect on commercial development is what concerned the Planning Board the most due to the new bypass under construction and the Commerce Park. The 36% impervious coverage restriction would require much larger lot sizes. Mr. Bunch said that prior to beginning work to amend the ordinance, the Planning Board felt that the county should request the city to abandon the intake. He stated that the intake is not used and has in fact been disconnected and the water line in place has been reversed and is flowing water in the opposite direction.

Motion was made by John Kitchen, seconded by Bill Trueblood to request the City of Elizabeth City to abandon the water supply intake at the end of Whitehurst Street, and for the Planning Director and the Chairman of the Board of Commissioners to meet with the city and try to explain the importance of abandoning the intake and the effect it is having on the county.

Discussion followed and Commissioner Lloyd Griffin said that even though the water intake has been reversed to a raw water line, he still thinks the county is under some obligation to protect the river, and should be under some restrictions.

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

8. UPDATE ON HEALTH & SOCIAL SERVICES BUILDING:

County Manager Randy Keaton provided an update on the Health & Social Services Building and the testing that has been completed or is planned.

9. APPROVAL OF FINANCE COMMITTEE RECOMMENDATIONS:

The Finance Committee has recommended approval of the following items:

a. Budget Amendments

Emergency Management

Increase	010.0230.4433.02	Emergency Management Grants	1,400.00
Increase	010.4330.5500.00	Capital Outlay	1,400.00

Career Smarts

Increase	026.0220.4532.00	Other Grants	20,000.00
Increase	026.5874.5121.00	Salaries & Wages	6,480.00
Increase	026.5874.5181.00	FICA	900.00
Increase	026.5874.5186.00	Workers Compensation	20.00
Increase	026.5874.5261.00	Departmental Supplies	2,850.00
Increase	026.5874.5310.00	Travel	2,250.00
Increase	026.5874.5311.00	Training	3,500.00
Increase	026.5874.5440.00	Contracted Services	4,000.00

Jail

Increase	010.0110.4111.00	Ad Valorem Taxes-'00	106,000.00
Increase	010.4320.5190.00	Professional Services	100,000.00
Increase	010.4320.5362.00	Juvenile Services	6,000.00

DSS-Assistance

Increase	011.0700.4981.00	General Fund-Transfer	182,564.15
Decrease	011.5310.5682.03	PP Adoption Awareness	5,135.85
Decrease	011.5310.5500.00	Capital Outlay	49,000.00
Decrease	011.5310.5364.00	Food-Stamp-Issuance & Postage	12,000.00
Increase	011.0230.4547.00	Special Child Adoption	7,300.00
Increase	011.0550.4920.03	Health Dept-Adult Day Care	4,000.00
Increase	011.5400.5680.02	Medicaid	260,000.00

Special Appropriations

Increase	010.0991.4991.00	Fund Balance Appropriated	182,564.15
Increase	010.6600.5980.11	Public Assistance	182,564.15

Emergency Management

Decrease	010.4340.5311.00	Training	510.00
Increase	010.4330.5661.00	LEPC	510.00

Non-Departmental

Increase	010.0991.4991.00	Fund Balance Appropriated	23,053.00
Decrease	010.6900.5991.00	Contingency	1,782.00
Increase	010.4195.5440.00	Contracted Services	24,835.00

A&T 4-H

Increase	010.0550.4839.00	Miscellaneous Revenue	1,250.00
Increase	010.5836.5121.00	Salaries & Wages	500.00
Increase	010.5836.5181.00	FICA	50.00
Increase	010.5836.5310.00	Travel	700.00

Governing Board

Increase	010.0110.4111.00	Ad Valorem Taxes-'00	1,620.00
Increase	010.4110.5370.00	Advertising	650.00
Increase	010.4110.5499.00	Miscellaneous Expense	970.00

EFNEP

Increase	026.0230.4370.35	Smart Start-EFNEP	3,500.00
Increase	026.5869.5121.00	Salaries & Wages	900.00
Increase	026.5869.5261.01	Service Related Supplies	2,600.00

Water/Wastewater

Decrease	060.7130.5500.00	Capital Outlay	18,170.00
Increase	060.7140.5500.00	Capital Outlay	6,420.00
Increase	060.7140.5594.01	Wastewater Line	11,750.00

Water Construction

Increase	061.0230.4370.00	State Grants	100,000.00
Increase	061.8190.5940.00	Corporate Drive Sewer Line	100,000.00

b. Tax Releases and Refunds

Releases:

		County	City
1.	Bryan Alan Henne	162.28	121.99
2.	Charles Lionel Foster, Sr.	163.10	117.59
3.	Sharon Adele Gendron	166.40	
4.	Rickey Lewis	145.04	
5.	Ellis Sylvester Mason	106.11	9.69
6.	Kimberly Streiffert Barefoot	102.21	
7.	Jerry T. Brite	113.18	
8.	Eric Anthony Browing	110.33	
9.	William Kerry Bunch	108.76	11.74
10.	Paccar Financial Corp.	174.15	125.55
11.	Paccar Financial Corp.	174.15	125.55
12.	Luis Daniel Gonzalez	103.37	79.52
13.	Edna A. Valentin	112.26	95.89
14.	Gene Iromual Griffin	111.42	
15.	Ozeal Eugene Hinton	102.65	7.03
16.	Johnnie Jackson	100.36	10.56
17.	Michael Persell Johnson	103.96	
18.	Monica Sawyer	142.13	120.71
19.	Michael Lloyd Monds	103.68	

20.	Ralph Edward Nealon	112.08	
21.	William Robert Morris	112.67	14.74
22.	Johnny Elmer Jones II	140.44	106.25
23.	Paul Eugene Miller	153.08	
24.	Bear Garden, Inc.	181.85	
25.	Melinda Kay Ballance	120.49	
26.	Sam D. Baldwin	123.22	22.84
27.	Webb & Claudia Brown	301.07	217.05
28.	Patricia Lynette Beasley	105.59	9.30
29.	Linwood Darryl Belle	105.23	9.02
30.	Albert Dean Boatright	5.81	9.47
31.	Arlene Margie Brenam	105.37	
32.	Arlene Margie Brenam	104.56	
33.	Theodore Roosevelt Brown	106.85	
34.	Theodore Roosevelt Brown	105.81	
35.	Bart Edward McGuire	122.89	
36.	David Garcia Ramos	106.03	9.64
37.	David Wesley Reed	119.23	19.78
38.	Larry Haskell Robinson	142.52	
39.	Bonnie Taylor Sadler	114.59	
40.	Tal Shamgar	126.53	
41.	Stephen Michael Sheller	115.91	
42.	Terry James	179.99	
43.	Terry James	153.61	
44.	Teresa Gayle Streiffert	144.44	
45.	Clarence Edward Sumner	107.74	15.95
46.	Ever Praising God	137.34	
47.	Ever Praising God	139.31	
48.	Leslie Antonio Harney	108.06	77.91
49.	Carrie Eileen Dobney	148.34	
50.	Karl Robert Stroman	104.32	
51.	Sandra Mercer Hinton	108.10	11.23
52.	Michael Charles Richards	107.15	10.50
53.	Jacqueline Leither Riddle	116.13	
54.	Joe Cecil Saunders	106.19	
55.	Mitchell Christopher Sawyer	115.11	
56.	Roy William Lane, Jr.	108.54	11.56
57.	Shari Ambrose Meads	106.63	10.10
58.	Diana Quillin Miller	105.01	8.85
59.	Diana Quillin Miller	103.68	7.83
60.	Robert William Miller	107.15	
61.	Ricky Jackson Moseley	102.21	
62.	Ronald Gerald Mullis	129.92	
63.	Loretta Turner Nastansky	102.21	
64.	Gregory Leon Nolan	156.89	
65.	Douglas Jay Newsome	121.29	16.36
66.	Charles Allen Koebel	154.37	
67.	William Russell Oats, Jr.	120.63	
68.	George Roberts Paley	122.70	
69.	James Alan Prudner	109.36	
70.	James Ernest Cribbs	107.38	
71.	Leon Obrian Byrd	114.21	87.34
72.	Bear Garden, Inc.	165.98	
73.	Priscilla Lynn Spruill	105.97	9.58
74.	Priscilla Lynn Spruill	104.93	8.79
75.	Carol Celestine Swayne	123.44	23.01
76.	Roger Garcia Talamantez	123.06	22.73
77.	Percy Lee Thomas, Jr.	105.89	
78.	Roy Rufus Twiddy	108.98	
79.	Richard Charles Vargo	114.66	21.27
80.	Helen Lou Weatherly	121.59	
81.	Reginald Evans Williams	111.27	13.66

82.	Dewitt Sherord Wilson	107.74	
83.	Dewitt Sherord Wilson	106.55	
84.	Eva Faye Wilson	115.77	17.12
85.	Cynthia Lynne Walfeck	117.46	
86.	Pearl Elizabeth Yocum	125.65	
87.	Patrick Charles Zawchenwk	116.87	
88.	Janet Hunter Cooke	123.46	
89.	Rory Johnson Curry	130.03	
90.	Christopher Eric Cable	102.25	78.72
91.	Robin Lynn Sparks	176.99	
92.	Jason Keith Berry		100.67
93.	Deanna Lynn Garza	154.63	116.48
94.	Claude Willis Green	174.15	130.55
95.	Michael Bruce Glasgow	102.60	
96.	Winston Spencer Churchill, Jr.	118.77	90.62
97.	Angelique Deimler	102.60	78.97
98.	Jacquelyn Alicia Williams	104.75	80.52
99.	Amy Lou Drake	162.28	121.99

Refund:

		County	City
1.	Scot Allen Morton	132.70	

c. Reauthorization of Beaver Management Assistance Program

The Finance Committee has recommended that the Board approve the reauthorization of the Beaver Management Assistance Program. Funds for the program have been budgeted in the Cooperative Extension budget.

Motion was made by W.C. Witherspoon, seconded by John Kitchen to approve items a through c as recommended by the Finance Committee. 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.	Margaret Hamilton Thompson	10.32	7.44
2.	Karen Rebecca Laney	49.02	40.34
3.	Scott Paul Zahand	14.10	15.17
4.	Linwood Chester Copeland, Sr.	24.17	22.42
5.	Elnora Baker Beals	31.99	28.06
6.	Brian Keith Daniel	52.55	
7.	Michael Roy Wright	53.41	
8.	Stokely's Septic Tanks	91.08	
9.	Duane Jonathan White	95.81	
10.	Debra Garris Ramsey	54.18	39.06
11.	Marty Shane Wilson	37.07	
12.	Angelique Deimler	17.08	18.58
13.	Angelique Deimler	2.58	6.86
14.	Jaime Andrew Bigelow	80.75	63.22
15.	John Alexander MacMorris	20.13	
16.	Veronica Mile Michaux-Glasgow	72.76	
17.	Jessica Mae Gurganus	5.85	4.22
18.	Leadonne Granville Myers, Jr.	21.76	20.69
19.	Robert Kelly Ball	26.57	24.16
20.	Wendy Arlene Sullivan	10.89	
21.	Jeremy Richard Gagnon	94.94	
22.	Robert Martin Ricobaldi	2.76	1.99
23.	Anthony Dale Poole	36.12	31.04

24.	Paul Laverne Kirker	21.33	
25.	Laytons Lawn & Landscaping	6.88	
26.	Wesley Shawn Goodnight	60.85	43.87
27.	Zinia Felicia Parker	19.05	13.74
28.	Robert Allen Everett	95.98	
29.	Kay Perry Allen	25.59	
30.	Steven Robert Harris	8.47	
31.	Eleanor Quidley Hughes	17.40	
32.	Jerry Cowell & Son Plumbing, Inc.	27.87	
33.	Jerry Lee Cowell	45.28	
34.	Sharon Paulette Johnson	19.87	19.32

Refunds:

		County	City
1.	Undray M. Swann	96.72	
2.	Dorothy Griffin	77.22	
3.	Dorothy Griffin	77.22	
4.	Dorothy Griffin	72.27	
5.	Eleanor Quidley Hughes	17.60	

The following request for release or refund of the solid waste availability fee has been approved by the Tax Administrator:

OWNERS NAME	PARCEL ID NUMBER	REASON FOR RELEASE
Pearl M. Cade	26-B-15	Unoccupied for 3 years

10. CONSIDERATION OF REQUEST FROM HARDY MOVING & STORAGE FOR EXTENSION OF TIME TO BEGIN CONSTRUCTION OF BUILDING IN COMMERCE PARK:

The Board reviewed a request from Hardy Moving & Storage requesting an extension of time to begin construction of its building in the Pasquotank County Commerce Park. One of the restrictions at the time the property was purchased on March 10, 2000 was that the company would submit construction plans and begin construction within one year of the date of purchase. The letter from Hardy Moving & Storage requesting an extension indicated that the company intends to begin construction in the fall and complete construction in early spring.

Motion was made by John Kitchen, seconded by W.C. Witherspoon to approve an extension of time for Hardy Moving & Storage to begin construction of its building in the Commerce Park such that construction should begin by November 1, 2001. The motion carried unanimously.

Motion was made by Horace Pritchard, seconded by Bill Trueblood to require Hardy Moving & Storage to complete construction of its building in the Commerce Park by June 1, 2001. The motion carried unanimously.

11. APPROVAL OF ADDITIONAL ITEMS RECOMMENDED BY FINANCE COMMITTEE:

The Board considered two additional items recommended by the Finance Committee at its meeting today. The first was to approve a lease agreement with Elizabeth City OIC for use of one of the pavilions at Fun Junktion for the Summer Feeding Program. The second recommendation was to award a bid to Magette Well & Pump Company for replacement of three water supply wells for \$76,888.

Motion was made by W.C. Witherspoon, seconded by John Kitchen to approve the lease with Elizabeth City OIC for use of a Fun Junktion Pavilion for the Summer Feeding Program, and to award the bid to Magette Well & Pump Company for replacement of three water supply wells for \$76,888 as recommended by the Finance Committee. The motion carried unanimously.

12. APPROVAL OF RECOMMENDATIONS FROM BOARD APPOINTMENTS COMMITTEE:

The Board considered the following appointments recommended by the Board Appointments Committee:

Pasquotank Interagency Council

Appoint John Crouse to replace David Cross who has resigned.

Workforce Development Board

Appoint JoAnne Austin to fill a vacant seat.

Farmers Market Advisory Committee

Appoint Beverly Sampson and Sharon Goodson to replace Martha Lewis who is deceased and Frances Scopeletti whose term has expired.

ABC Board

Appoint Roy Daniels and Jean Sims to replace Tommy Tilley and Una Green.

COA Board of Trustees

Appoint David Wright to replace Ike Jackson.

Elizabeth City Downtown Committee

Appoint Lloyd Griffin to replace Brenda Sanders.

Elizabeth City-Pasquotank County Airport Authority

Appoint Lloyd Griffin to replace Joe Forbes as regular member, and appoint Joe Forbes as Chairman. (This is a fourth appointment--appointment of chairman alternates between city and county).

EMS Council

Reappoint Sammy Mickey, Dean Schaan, and Phyllis Willoughby to additional terms.

Jury Commission

Reappoint Leonard Ballou to additional term.

Region R Workforce Investment Consortium Board

Reappoint Sam Davis to additional term.

Senior Citizens Advisory Board

Reappoint Joe Lamb, Jr. to additional term.

Tourism Board

Appoint Tory Byrd and JoAnne Austin to replace Patsy Houtz and Julia Russell.

Elizabeth City Board of Adjustment

Reappoint Curtis Albertson to additional term.

Vice-Chairman Sam Davis stated the Board Appointments Committee would also like to include a recommendation to appoint Mack Nixon to replace Bert Hayes as the Perquimans County representative on the Albemarle Hospital Board of Commissioners. Mr. Hayes is deceased and the Hospital Board voted to recommend that Mr. Nixon be appointed to fill the unexpired term.

Commissioner Horace Pritchard said he would like to nominate Miss Una Green as a reappointment to the ABC Board, and he also asked that the Board consider the appointment of Commissioner Lloyd Griffin as Chairman of the Airport Authority.

Motion was made by Sam Davis, seconded by Bill Trueblood to divide the appointments into two motions by separating the ABC Board and Airport Authority appointments and have the Board consider the rest for approval. The motion carried unanimously.

Motion was made by Sam Davis, seconded by Bill Trueblood to approve the list of appointments recommended by the Board Appointments Committee with the exception of the ABC Board and Airport Authority appointments, and the inclusion of the appointment of Mack Nixon to fill Bert Hayes' unexpired term on the Hospital Board. The motion carried unanimously.

The Board voted individually on the three persons nominated for the two seats on the ABC Board: Roy Daniels received six votes; Jean Sims received three votes; and Una Green received five votes. Mr. Daniels was appointed to a new term and Miss Green was reappointed to an additional term.

The Board discussed the recommendation that Commissioner Griffin be appointed Chairman of the Airport Authority rather than Joe Forbes, and that Mr. Forbes be reappointed as a regular member. Commissioner Pritchard stated that Mr. Griffin serves on the Economic Development Commission which works closely with the Airport Authority. He said for this reason it would be beneficial to have Mr. Griffin serve as Chairman of the Airport Authority.

The Board voted on the amendment to the Board Appointments Committee's recommendation regarding Airport Authority appointments. The motion to appoint Lloyd Griffin as Chairman and reappoint Joe Forbes as a regular member carried unanimously.

13. DRAINAGE COMMITTEE ISSUES:

County Manager Randy Keaton reported that the Drainage Committee met recently and discussed various issues. He stated that several items are in the process of being addressed, however he would like to provide an update on the U.S. 17 drainage issue. He said he has talked with Mr. Paul Waff, Transportation Board Member, and Mr. Tommy Brite, Construction Engineer, regarding the drainage, and DOT has already agreed to address the drainage problem by redesigning the drainage.

14. CHANGE IN WORKSHOP ON ADULT ENTERTAINMENT REGULATIONS:

Assistant County Manager Rodney Bunch stated that a meeting of the Board of Commissioners and Planning Board had been scheduled to follow the June 28 Planning Board meeting to discuss how to proceed with adult entertainment regulations. Mr. Bunch reported to the Board that the Planning Board has a rather lengthy agenda for the June 28 meeting, and it could be 9:00 PM or later before the joint workshop could begin. He asked if the Board would prefer to have the joint workshop following the July Planning Board meeting. The Board agreed to delay the workshop on adult entertainment regulations until after the July 26 Planning Board meeting.

15. REPORT FROM SPECIFIC PROJECTS COMMITTEE:

Commissioner Lloyd Griffin reported that the Specific Projects Committee met to consider a recommendation for highway signage along the bypass. A survey was completed with a good percentage of responses. Mr. Griffin said the committee's report will be provided at the July meeting. Commissioner Bill Trueblood added that the Specific Projects Committee had tremendous support from the Chamber of Commerce. Commissioner Griffin noted that the community was also supportive of the committee's work.

16. CLOSED SESSION TO DISCUSS LOCATION OF BUSINESS OR INDUSTRY AND TO CONSULT WITH AN ATTORNEY:

Chairman Wood asked if there was any further business to come before the Board in Regular Session. There being no further business, he asked for a motion that the Board enter Closed Session to discuss the location of a business or industry and to consult with an attorney employed by the Board in order to preserve the attorney-client privilege.

Motion was made by Sam Davis, seconded by W.C. Witherspoon that the Board enter Closed Session to discuss the location or expansion of a business or industry and to consult with an attorney employed by the Board in order to preserve the attorney-client privilege. The motion carried unanimously.

Upon the end of Closed Session;

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

Motion was made by Horace Pritchard, seconded by Sam Davis that the meeting be recessed to reconvene on Wednesday, June 27 at 8:00 PM. The motion carried unanimously.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
JUNE 27, 2001**

The Pasquotank County Board of Commissioners meeting from Monday, June 25, 2001 was reconvened on Wednesday, June 27, 2001 in the Commissioners' Board Room in the Pasquotank County Courthouse.

MEMBERS PRESENT: Matt Wood, Chairman
Samuel S. Davis, III, Vice-Chairman
Horace C. Pritchard, Sr.
Lloyd E. Griffin, III
John W. Kitchen, Sr.
Bill Trueblood

MEMBERS ABSENT: W.C. Witherspoon

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Asst. County Manager/Planning Director
Brenda Bland White, County Attorney
Karen Jennings, Clerk to the Board
Sheri Bulman, Finance Officer
John Gregory, Water Superintendent
Mike Etheridge, Solid Waste Director

The meeting was called to order at 8:08 PM by Chairman Matt Wood who stated that the purpose of tonight's meeting is to consider three budget issues still pending. The County Manager reviewed the revenues and expenditures in the Solid Waste Department budget, and Solid Waste Director Mike Etheridge outlined the capital outlay items in the solid waste, landfill, and Keep America Beautiful budgets. The Board discussed the proposed \$7 increase in the tipping fee for C&D and LCID materials in the landfill budget. Commissioner Griffin said he would like to see the increase put into a reserve fund for future landfill capital needs.

The County Manager next outlined the water and wastewater budgets. Water Superintendent John Gregory detailed the 5-year capital outlay budgets for water and wastewater, and explained why the various capital outlay items will be needed.

The Board further discussed the proposed school appropriations. Vice-Chairman Sam Davis stated that the Board of Education painted a pretty dire picture at Monday night's meeting and indicated that some positions would be eliminated based on the county's proposed appropriation. He said the children will be the ones to suffer as a result of the budget cuts. Commissioner Bill Trueblood noted that the school budget has not been cut, however the budget request was cut, and the schools will in fact receive an increase of more than \$200,000 over the past year's appropriation. After discussion;

Motion was made by Sam Davis, seconded by Horace Pritchard to adopt the budget with a 2¢ tax increase, with all of the projected revenue from the increase of about \$260,000 to go to the public schools.

Further discussion followed and Commissioner Horace Pritchard stated that the schools need to tighten their belts by doing things such as turning off lights when classrooms and buildings are not being used. Commissioner John Kitchen stated that the county is having to absorb state budget cuts just like the school system, and does not have the funds to give the schools what the state has cut. He said that county departments are having to sacrifice and with the county's other needs, it cannot give the school system everything it wants. He added that he is also not in favor of a tax increase because the county's citizens have had a tax increase of 13¢ over the last two years. Commissioner Lloyd Griffin noted that the school system has benefited very well because of the taxpayers of Pasquotank County.

The motion failed by a one to five vote with Commissioner Davis voting in favor and all other members voting against the motion.

Motion was made by Lloyd Griffin to adopt the budget as previously presented with a text change in Item XIII of the budget ordinance to add language indicating that the \$7 increase in the landfill tipping fee for C&D and LCID material be put into a capital reserve fund for future landfill expansion. The motion failed due to the lack of a second.

Motion was made by John Kitchen, seconded by Lloyd Griffin to adopt the FY 2001-02 budget as presented at the June 25, 2001 Commissioner meeting. The motion carried by a four to two vote with Commissioners Davis and Pritchard voting against the budget. The budget ordinance as adopted is as follows.

BUDGET ORDINANCE FISCAL YEAR 2001-2002

BE IT ORDAINED THIS 27th DAY OF JUNE, 2001 BY THE BOARD OF COMMISSIONERS OF PASQUOTANK COUNTY, NORTH CAROLINA:

I. GENERAL FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the General Fund for the operation of county government and its activities for the fiscal year beginning July 1, 2001 and ending June 30, 2002, in accordance with the chart of accounts heretofore established for this county:

Governing Board.....	\$ 83,400
County Manager	134,449
Personnel/Payroll.....	38,449
Finance Department	180,063
Data Processing	154,110
Tax Assessor	251,074
Tax Collector.....	150,892
County Attorney	137,383
Court Facilities	100,000
Elections Board.....	132,437
Register of Deeds	174,100
Public Buildings	454,936
Health & Social Services Building.....	180,551
Non-Departmental	124,154
Sheriff's Department.....	1,489,997
DARE Program	194,216
Jail	934,354
Central Communications	484,787
Emergency Management.....	84,867
Central Fire Department	232,912
Intercounty Fire Department.....	49,200
Newland Fire Department.....	24,476
Weeksville Fire Department.....	32,103
Providence Fire Department.....	26,506
Nixonton Fire Department.....	20,537
Building Inspector	88,691
Fire Marshall/OSHA Inspector	68,610
Emergency Medical Services	848,332
Animal Control	188,806
Planning Department.....	149,404
Geographic Information Systems	49,188
Economic Development.....	128,210
Cooperative Extension Service.....	174,134
Farmers Market	2,300
Soil & Water Conservation.....	34,681
Public Health.....	97,169
Public Schools	7,900,000
College of The Albemarle	849,886
Parks & Recreation.....	431,245
Special Appropriations:	
-Miscellaneous	346,238
-Contribution to:	
Reappraisal Reserve Fund	25,000
Public Assistance Fund.....	4,031,611

Mental Health.....	34,897
Pasquotank-Camden Library Fund.....	254,225
Airport Authority.....	40,000
Tourism Board.....	37,960
Contingency.....	50,000
Debt Retirement.....	<u>1,771,673</u>
TOTAL GENERAL FUND	\$23,472,213

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Ad Valorem Taxes.....	\$11,771,000
Sales Tax 1%.....	2,580,000
1Sales Tax ½%.....	2,900,000
Land Transfer Tax.....	525,000
Franchise Fees.....	125,000
Intangibles Tax Reimbursement.....	383,000
Wine & Beer Tax.....	70,000
Inventory Tax Reimbursement.....	342,000
Occupancy Tax.....	77,000
ADM Funds.....	318,000
Inspection Fees.....	120,000
Recording Fees.....	100,000
Interest on Investments.....	200,000
ABC Store Revenue.....	35,000
Revenue – Albemarle Hospital.....	394,384
Other Revenue.....	2,936,956
Fund Balance Appropriated.....	<u>594,873</u>
TOTAL GENERAL FUND	\$23,472,213

II. PUBLIC ASSISTANCE FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Public Assistance Fund for administration of and payments to recipients of public assistance for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Administration.....	\$ 3,719,564
Special Assistance.....	478,285
Medicaid.....	1,736,950
Child Care Services.....	1,577,124
Smart Start Day Care.....	148,000
Other.....	<u>252,553</u>
TOTAL PUBLIC ASSISTANCE FUND	\$ 7,912,476

SECTION 2 – REVENUES: It is estimated that the following revenues will be available to the Public Assistance Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Federal and State Grants & Other Sources.....	\$ 3,880,865
Contribution from General Fund.....	<u>4,031,611</u>
TOTAL PUBLIC ASSISTANCE FUND	\$ 7,912,476

III. PASQUOTANK-CAMDEN LIBRARY FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Pasquotank-Camden Library Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002.

Operating Expenses.....	\$ 326,730
Capital Outlay.....	<u>6,500</u>
TOTAL PASQUOTANK-CAMDEN LIBRARY FUND	\$ 333,230

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Pasquotank-Camden Library Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Fees & Fines.....	\$ 8,000
Copies	6,500
Interest.....	3,000
Contribution from City of Elizabeth City	9,500
Contribution from Camden County	52,005
Contribution from Pasquotank County General Fund.....	<u>254,225</u>

TOTAL PASQUOTANK-CAMDEN LIBRARY FUND \$ 333,230

IV. CAPITAL RESERVE FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Commerce Park.....	\$ 92,000
Farmers Market	10,000
Capital Reserve	1,000,000
Transfer to General Fund	<u>2,000</u>

TOTAL CAPITAL RESERVE FUND \$ 1,104,000

SECTION 2 – REVENUES: It is estimated that the following revenues will be available for the Capital Reserve Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Rent - Hospital Lease	\$ 1,000,000
Fund Balance Appropriated	<u>104,000</u>

TOTAL CAPITAL RESERVE FUND \$ 1,104,000

V. EMERGENCY TELEPHONE FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

E-911	\$ 260,000
E-911 Wireless	<u>27,000</u>

TOTAL EMERGENCY TELEPHONE FUND \$ 287,000

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

911 Charge Revenue.....	\$ 260,000
911 Wireless Revenue.....	<u>27,000</u>

TOTAL EMERGENCY TELEPHONE FUND \$ 287,000

VI. REAPPRAISAL RESERVE FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Reappraisal Reserve Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Reappraisal.....	\$ 25,000
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TOTAL REAPPRAISAL RESERVE FUND \$ 25,000

SECTION 2 – REVENUES: It is estimated that the following revenues will be available for the Reappraisal Reserve Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Contribution from General Fund	\$ 25,000
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TOTAL REAPPRAISAL RESERVE FUND \$ 25,000

VII. SANDY ROAD SERVICE DISTRICT FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Sandy Road Service District Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Debt Service	\$ 20,415
TOTAL SANDY ROAD SERVICE DISTRICT FUND	\$ 20,415

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Sandy Road Service District Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Revenue from Assessments.....	\$ 20,415
TOTAL SANDY ROAD SERVICE DISTRICT FUND	\$ 20,415

VIII. WATER SYSTEM FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Operating Expenses	\$1,049,810
Capital Outlay	243,000
Capital Reserve	340,100
Contingency.....	5,000
Operating Expenses – Sewer Department	76,889
Capital Outlay – Sewer Department	21,900
Debt Service	<u>443,801</u>
TOTAL WATER SYSTEM FUND	\$2,180,500

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Sale of Water	\$1,600,000
Hookups	250,000
Sewer Revenue	135,000
Interest on Investments	150,000
Penalties & Fees.....	32,000
Miscellaneous.....	<u>13,500</u>
TOTAL WATER SYSTEM FUND	\$2,180,500

IX. LANDFILL FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Landfill Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Operating Expenses – Landfill.....	\$2,094,025
Capital Outlay – Landfill.....	1,000
Operating Expenses – Solid Waste	1,468,743
Capital Outlay – Solid Waste	6,500
Operating Expenses – KAB Program	41,567
Capital Outlay – KAB Program	<u>4,000</u>
TOTAL LANDFILL FUND	\$3,615,835

SECTION 2 – REVENUES: It is estimated that the following revenues will be available to the Landfill Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Tipping Fees.....	\$1,962,771
Solid Waste Fees.....	1,360,000
Paper Recycling.....	12,000
Tire Disposal Fees.....	72,000
White Goods Disposal Fees	12,000

Asbestos Disposal Fees	3,500
Miscellaneous	14,000
Transfer from General Fund	<u>179,564</u>

TOTAL LANDFILL FUND \$3,615,835

X. NEWLAND DRAINAGE DISTRICT FUND

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Newland Drainage District Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Newland Canal	\$ 717,000
Clearing & Snagging.....	<u>44,000</u>

TOTAL NEWLAND DRAINAGE DISTRICT FUND \$ 761,000

SECTION 2 – REVENUES: It is estimated that the following revenues will be available to the Newland Drainage District Fund for the fiscal year beginning July 1, 2001 and ending June 30, 2002:

Assessments Revenue.....	\$ 15,550
Assessments-Dike.....	22,380
Clean Water Trust Fund Grants.....	413,600
Other State and Federal Grants	<u>309,470</u>

TOTAL NEWLAND DRAINAGE DISTRICT FUND \$ 761,000

XI. SCHOOL APPROPRIATIONS

SECTION 1: The appropriation to the Board of Education first shall be made from any such funds which are dedicated to the use of the schools and secondly shall be made from general county fund revenues to the extent necessary to meet approved appropriations. The appropriations to schools are based on an estimated Public Law Fund - \$50,000 and fines and forfeitures of \$325,000.

SECTION 2: The total appropriation for Current Expense from General Fund is \$7,125,000.

SECTION 3: The total appropriation for Capital Outlay from General Fund is \$775,000.

XII. OTHER PROVISIONS

SECTION 1: The County Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- a) He may transfer amounts between objects of expenditure within a department except salary amounts without limitation.
- b) He may not transfer any amounts between departments or funds from any contingency appropriation within any fund.

SECTION 2: No expenditure may be made in any line item that exceeds the amount set forth in the chart of accounts without prior authorization by the County Manager or Board of Commissioners.

SECTION 3: The County Manager and Clerk to the Board are hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes: (1) Form grant agreements to public and non-profit organizations; (2) Leases of normal and routine business equipment where the annual rental of each is not more than \$20,000; (3) Consultant, professional or maintenance service agreements where the annual compensation of each is not more than \$20,000; (4) Purchase of apparatus, supplies, materials, or equipment where formal bids are not required by law; (5) Agreements for acceptance of State, Federal, public, and non-profit organization grant funds, and funds from other governmental units for services to be rendered; (6) Construction or repair work where formal bids are not required by law; and (7) Liability, health, life, disability, casualty, property or other insurance or retention and faithful performance bonds (other than for the Sheriff and Register of Deeds). Other appropriate county officials are also authorized to execute or approve such insurance and bond undertakings as provided by law.

XIII. FEES

SECTION 1: There is hereby established a fee of \$61 per ton for residential garbage and \$64 per ton for commercial garbage disposed of at the Pasquotank County Transfer Station for the purpose of raising the revenue listed in the Landfill Fund - Part IX, Section 2 of this ordinance.

SECTION 2: There is hereby established a fee of \$45 per ton for land clearing and inert debris disposed of at the Pasquotank County LCID Landfill for the purpose of raising the revenue listed in the Landfill Fund - Part IX, Section 2 of this ordinance.

SECTION 3: There is hereby established a fee of \$45 per ton for construction and demolition material disposed of at the Pasquotank County C&D Landfill for the purpose of raising the revenue listed in the Landfill Fund-Part IX, Section 2 of this ordinance.

SECTION 4: There is hereby established a solid waste availability fee of \$95 per household for the purpose of raising the revenue listed in the Landfill Fund-Part IX, Section 2 of this ordinance. Low-income senior citizens who qualify for the property tax reduction will be granted a \$20 reduction in the solid waste availability fee.

XIV. TAX LEVY

SECTION 1: There is hereby levied a tax at the rate of eighty-six cents (86¢) per One Hundred Dollar (\$100.00) valuation of property listed for taxes as of January 1, 2001 for the purpose of raising the revenue listed in the General Fund - Part I, Section 2 of this ordinance.

SECTION 2: This rate of tax is based on a total valuation of property for the purpose of taxation of \$1,411,393,519 and an estimated rate of collection of 92.75%.

SECTION 3: There is hereby levied a tax at the rate of twenty-five cents (25¢) per One Hundred Dollar (\$100.00) valuation of property within the Sandy Road Service District listed for taxes as of January 1, 2001 for the purpose of raising the revenue listed in the Sandy Road Service District Fund - Part VII, Section 2 of this ordinance.

SECTION 4: This rate of tax is based on a total valuation of property for the purpose of taxation of \$8,093,750 and an estimated rate of collection of one hundred percent (100%).

SECTION 5: There is hereby levied an assessment of twenty-seven cents (27¢) per acre for Project #1 of the Newland Water Management and Watershed Improvement Service District for the purpose of raising the revenue to fund clearing and snagging of the Pasquotank River from the county line to a point where drainage from U.S. Hwy. 158 and Mill Pond Road enters the Pasquotank River.

There is hereby levied an assessment of ninety-three cents (93¢) per acre for Project #2 of the Newland Water Management and Watershed Improvement Service District for the purpose of raising the revenue to repair and construct drainage structures in the upper drainage basin.

Approved on June 27, 2001 by the following vote of the members of the Pasquotank County Board of Commissioners; four in favor; two opposed.

Matt Wood, Chairman
Pasquotank County Board of Commissioners

Attest:

Karen S. Jennings
Clerk to the Board

The County Manager asked the Board's consideration to continue to allow a one percent discount for early payment of property taxes in July or August.

Motion was made by Sam Davis, seconded by Horace Pritchard to approve a one percent discount for early payment of property taxes in July or August. The motion carried unanimously.

Chairman Wood stated that he would like to discuss two issues in Closed Session, the first being consultation with the County Attorney in order to preserve the attorney client privilege, and the other being a personnel matter.

Motion was made by Sam Davis, seconded by Bill Trueblood that the Board enter Closed Session to consult with the County Attorney in order to preserve the attorney client privilege and to discuss a personnel matter. The motion carried unanimously.

Upon the end of Closed Session;

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

Motion was made by Horace Pritchard, seconded by Bill Trueblood that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 10:15 PM.

CHAIRMAN

CLERK