

**PASQUOTANK COUNTY, NORTH CAROLINA  
JULY 30, 2007**

The Pasquotank County Board of Commissioners met today in a special joint meeting with the City Council of Elizabeth City on Monday, July 30, 2007 at the Albemarle Hospital Education Center.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Randy Keaton, County Manager  
Rodney Bunch, Asst. County Mgr. for Planning & Econ. Dev.  
R. Michael Cox, County Attorney  
Karen Jennings, Clerk to the Board  
John Gregory, Water Superintendent

Also present were members of the City Council, the Mayor, the City Manager, and the City Clerk. Chairman Cecil Perry welcomed everyone. The invocation was given by Mayor Charles Foster and everyone recited the Pledge of Allegiance to the American Flag. Following dinner, the business meeting was called to order at 6:30 PM.

**1. INTRODUCTION OF MR. BERT BANKS, EXECUTIVE DIRECTOR OF ALBEMARLE COMMISSION:**

Vice-Chairman Lloyd Griffin introduced Mr. Bert Banks, Executive Director of Albemarle Commission. Mr. Banks explained that he began his position at Albemarle Commission in March, moving from the Mideast Commission. He stated that the Albemarle Commission administers three strong programs: the Nutrition Program, the Aging Program, and the Workforce Development Program. He passed out a summary of the services provided to Pasquotank County through these three programs, the number of clients served, and the cost of the programs. Mr. Banks stated that Albemarle Commission held planning sessions last month and came up with three initiatives to pursue this year including water resources, development of current population, and affordable housing.

**2. INTRODUCTION OF MR. WAYNE HARRIS, EXECUTIVE DIRECTOR OF ALBEMARLE ECONOMIC DEVELOPMENT COMMISSION:**

Chairman Perry recognized and welcomed Mr. Wayne Harris, Executive Director of Albemarle Economic Development Commission. Mr. Harris explained that he has been in the area a month and is still finding his way around. He stated that the city and the county have laid a tremendous foundation for him to build on with the proposed airport commercial park and the proposed hotel conference center project. He said the EDC will be doing some revamping of its marketing efforts to speak more directly to its target audience. He stated that the downtown and the waterfront are great assets and he wants to build on them and bring in residents and businesses who would be attracted to an urban environment. Mr. Harris said he looks forward to working with the city and county on these projects.

**3. UPDATE ON KNOBBS CREEK DRAINAGE STUDY:**

Chairman Perry called on Mr. Greg Johnson with Patton Harris Rust & Associates to give an update on the Knobbs Creek Drainage Study.

Mr. Johnson reported that the tide gauges are in place and should be calibrated and begin collecting data in a couple of days. He explained that the hydraulic model is coming together very well. He said he plotted information from the 2004 FEMA study and the Corps of Engineers HEC-RAS study into his model, which is the SWMM model, and the calculations were very close. He said data, including the amount and the intensity of rain during Tropical Storm Ernesto over a four-day period, was put into the model and he was able to replicate the flooding that occurred at various areas within the Knobbs Creek Basin. He said this information

will be used in the next phase of the study to help determine how to improve the drainage situation in the Knobbs Creek Basin. Mr. Johnson noted that Tropical Storm Ernesto was a 150 year storm. The model will help determine which areas will flood during similar events if nothing changes, and will help government officials make decisions regarding whether development should or should not occur in certain areas.

County Manager Randy Keaton provided photographs that he and Assistant County Manager Rodney Bunch took last week during a dry period to document some of the issues that Mr. Johnson has been modeling. He pointed out several apparent blockages in the swamps, at an old roadbed across Knobbs Creek, and at a culvert adjacent to Corinth Baptist Church on U.S. 17 South. He noted that at the culvert at Corinth Church sand is piled up obviously blocking a large amount of water flow. He said this pile of sand is something that can be removed immediately which will significantly improve drainage in the Northeastern Terrace and Summerfield areas. He advised that a local contractor has estimated it will cost between \$3,500 and \$4,000 to clean out this area. The City Council agreed to cost-share with the county to have this sand removed. Everyone agreed that the abandoned road bed across Knobbs Creek should be removed as soon as possible before the next big rain event. City Manager Rich Olson noted that there may be some FEMA mitigation money available for this project.

**4. DISCUSSION REGARDING CITY/COUNTY WATER AGREEMENTS:**

Water Superintendent John Gregory outlined on maps the boundaries of the proposed water territories to be served by the county and the city in the future. He also pointed out the route of the RO transmission main. County Attorney Mike Cox summarized the three draft city/county water agreements: a) Halstead Boulevard Extension Area Agreement; b) Water Boundary Agreement; and c) RO Bulk Sales Agreement. County Manager Randy Keaton noted that more staff level meetings will be held on the agreements before final drafts are presented to the Board of Commissioners and the City Council for consideration. Commissioner Matt Wood stated that it is very important for the community that these agreements be finalized in order for the city and county to develop more efficiently without duplicating infrastructure.

**5. DISCUSSION REGARDING DOWNTOWN HOTEL/CONFERENCE CENTER:**

City Manager Rich Olson made a presentation regarding the proposed downtown hotel/conference center which he said has been in the works for two to three years. He provided a copy of the Request for Proposals that will be sent to potential developers. He stated that the proposed project is a high quality multi-use hotel with approximately 150 rooms to include meeting areas of between 10,000 and 15,000 square feet, parking areas onsite, and offsite improvements. He stated that the city's zoning classification for this particular area will allow this project to go forward. The proposed location is in downtown Elizabeth City in an area located within the city's Waterfront Master Plan developed by Allison Platt. The development is a mixed-use development which includes retail, restaurants, residential, and conference/hotel. The RFP also includes restoration of the canal that once traversed the site, major improvements to Water Street, reorganization and relocation of parking adjacent to the waterfront, and maximization of public access to the waterfront. Mr. Olson said the idea of the RFP is to let the developer propose what he believes is economically feasible for this location. He stated that a developer will spend from \$25,000 to \$50,000 putting together a proposal. He noted that at least six separate developers have expressed an interest in this project and have looked at the site. Mr. Olson stated that one of the questions that has been asked regarding this project is who the lead agency will be. He said this project, once it gets started, will be a full-time job for someone to work on. It was suggested that the two managers consider which entity should manage the project and make a recommendation to the two boards.

**6. CLOSED SESSION TO DISCUSS ACQUISITION OF PROPERTY FOR HOTEL/CONFERENCE CENTER:**

Chairman Perry asked if there was any further business to come before the joint meeting in Regular Session. At the absence of further business, he asked for a motion that the boards enter Closed Session to discuss the acquisition of property for a hotel/conference center.

Motion was made by Lloyd Griffin, seconded by Matt Wood that the Board enter Closed Session to discuss the acquisition of property and the location or expansion of a business or industry. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Matt Wood, seconded by Jeff Dixon that the Board return to Regular Session. The motion carried unanimously.

Members of City Council noted that construction of the downtown hotel/conference center project could help with infrastructure improvements in the downtown waterfront area.

It was noted that both boards have previously voted in favor of going forward with this project. Chairman Perry stated that the two boards now need to work together to make it happen.

Discussion was held regarding how the options to purchase the property for the hotel/conference center would be funded and it was suggested that future city and county occupancy tax revenues be earmarked for this project. In this case, the city and county would front the money and it would be paid back when occupancy tax monies are freed up.

Vice-Chairman Lloyd Griffin suggested that an interlocal agreement be drafted and the money be borrowed from available city and county funds and paid back when occupancy tax funds are available.

It was recommended that the County Attorney and the City Attorney draft an interlocal agreement for the Board of Commissioners and the City Council to consider at their individual meetings.

There being no further business, Chairman Perry invited everyone to attend the ribbon-cutting and dedication ceremony for the W.C. Witherspoon Memorial Library and the Pasquotank County Public Safety Building this Sunday at 2:00 PM.

Motion was made by Lloyd Griffin, seconded by Matt Wood to adjourn the meeting. The motion carried and the meeting was adjourned at 9:05 PM.

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CHAIRMAN

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CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA  
AUGUST 6, 2007**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, August 6, 2007 in Courtroom C in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** Matt Wood

**OTHERS PRESENT:** 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. Jacob L. Burke, Sr., Pastor of Harvest Christian Fellowship, 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 FROM MR. GEORGE KIRKWOOD:**

Chairman Perry recognized Mr. George Kirkwood of 122 Brickhouse Lane. Mr. Kirkwood stated that he has questions regarding the valuation of a parcel of land he owns in the Weeksville area. He said it is a one-half acre lot on the river in Salem Township that was damaged during Hurricane Isabel. He stated that he has never cleaned up the lot but intends to so the farmer who tends his adjacent five acres of farmland can farm the lot. He stated that the lot is not on a state road, but on a field path that cannot be widened. Mr. Kirkwood said this lot is valued at \$127,350 and the tax office had advised him that the valuation had already been reduced by 40% because of its location. Without the reduction the value of his lot would be \$212,250. He stated that by contrast, there is a  $\frac{3}{4}$  acre waterfront lot at 209 Orchard Drive that is valued at \$158,600. He said this lot has access to paved streets, streetlights, and underground utilities. Mr. Kirkwood stated that he believes a mistake has been made in the valuation of his lot.

Commissioner Stevenson stated that he feels that a lot no one is using should not be assessed like this. He said he thought the rule of thumb during the revaluation was if there was a field plot that was being farmed and it had road frontage, they were assessing one lot for that field and assessing \$30,000 for that lot. He stated that this is similar, but because Mr. Kirkwood's lot is on the river, it has been assessed at \$127,350. Commissioner Stevenson said he believes there should be some relief in a situation like this. He stated that people who have lived in the county all of their lives, who have invested their money and saved are being made to suffer because of growth in the county. He said that being able to live within one's means has a lot to do with quality of life.

Commissioner Dixon asked if the lot had ever been farmed or been in farm use. Mr. Kirkwood said the lot had at one time been farmed, but is not currently being farmed.

Chairman Perry suggested that the tax office review this matter with Mr. Kirkwood, staff and a committee of Commissioners in order for all parties to fully understand what has happened regarding the valuation of Mr. Kirkwood's lot.

**2. COMMENTS FROM MR. EVERETT PENDERGRASS:**

Chairman Perry recognized Mr. Everett Pendergrass who stated that the Board will tonight be considering a one-lot subdivision for Mr. Jackson Sawyer. He said his son-in-law owns property that adjoins Mr. Sawyer's property and they have no problem with the one-lot subdivision. He asked why Mr. Sawyer has to comply with subdivision regulations while up the street not more than a mile a parcel was split four times and no county approvals were required. Assistant County Manager Rodney Bunch explained that the state statute in effect at that time allowed the parcel splits that occurred on Lamb's Grove Road. He said the state statute has since been

repealed and is no longer in effect and the Board of Commissioners has created rules for a family subdivision to provide that a land owner can give a lot to a child.

**3. PUBLIC HEARING ON ZONING ORDINANCE TEXT AMENDMENT ZTA 07-03 TO ALLOW INDUSTRIAL LAUNDERERS IN THE I-1 AND I-2 ZONING DISTRICTS:**

Chairman Perry declared the meeting to be a public hearing on Zoning Ordinance Text Amendment ZTA 07-03.

Planning Director Shelley Cox explained that this proposed text amendment would create a definition for industrial launderers and allow them as a permitted use in the I-1 and I-2 zoning districts. She said industrial launderers are a larger scale operation than typical commercial launderers that cater to individual households. The category that is being created would include linen supply services and diaper services. The commercial laundry services category that is currently in the ordinance would remain as permitted in the C-1 district. Ms. Cox said the Planning Board reviewed this request on July 27, 2007 and voted to recommend approval.

Chairman Perry asked if anyone would care to comment on Zoning Ordinance Text Amendment ZTA 07-03 as presented. At the absence of comments, the public hearing was closed.

Motion was made by Bill Trueblood, seconded by Jeff Dixon to approve Zoning Ordinance Text Amendment ZTA 07-03 as presented.

Discussion followed and Commissioner Marshall Stevenson said he does not disagree with allowing this in the I-1 and I-2 zoning districts, however he believes it should be a conditional use within those districts. He stated that some laundries may not be considered clean industries and perhaps the conditional use process would allow more review of a proposed project.

Commissioner Stevenson offered an amendment to the motion which was seconded by Commissioner Griffin to allow industrial launderers in the I-1 and I-2 zoning districts as a conditional use.

Ms. Cox explained that a permitted use provides that the use is permitted by right in a particular district. The applicant would have a site plan drawn up that would be submitted to the Technical Review Committee. The Technical Review Committee would review the project only for compliance with the site plan and would not look at other things such as hours of operation, or removal of refuse. A conditional use permit would require notifying all of the adjacent property owners and holding a public hearing before the Board of Commissioners to determine whether the permit would be issued. Ms. Cox said usually with a conditional use permit, the ordinance has specific conditions that must be met. She stated that in the Commerce Park, the Board would have some control over a project, while in other areas zoned I-1 or I-2 the Board would not have as much control if it were a permitted use.

Commissioner Jeff Dixon said he does not feel that neighboring businesses would object to this type of business in an industrial complex where there are other similar businesses. He stated that he does not see why a conditional use permit should be required.

Commissioner Stevenson said if there are issues that could cause problems within the Commerce Park, the Board would need to have control over them.

Vice-Chairman Griffin stated that there are other industrially zoned properties in the county where the conditional use permit could be beneficial.

Commissioner Trueblood said he is not opposed to putting restrictions on something if it is warranted, however he is not sure the conditional use permit is the way to go. He stated that he believes most concerns could be handled during review by the Technical Review Committee.

The amendment failed by a three to three vote with Commissioners Griffin, Stevenson, and Harris voting in favor of the amendment and Commissioners Perry, Trueblood, and Dixon voting against the amendment.

The original motion carried by a five to one margin with Commissioner Griffin voting against the motion and the following Zoning Text Amendment carried.

**ZONING ORDINANCE TEXT AMENDMENT  
ZTA 07-03**

**SECTION 4.02 – WORD AND TERM DEFINITIONS**

39. **Improvements:** The addition of any building, accessory building, parking area, loading area, fence, wall, hedge, lawn or mass planting (except to prevent soil erosion) to a lot or parcel of property.
40. **Industrial Launderers:** Establishments primarily engaged in the provision of laundering, dry cleaning, or dyeing services other than those classified as Personal Services. Typical uses include laundry agencies, diaper services or linen supply services.
41. **Junk:** Pre-used or unusable metallic parts or other non-metallic manufactured products that are worn, deteriorated or obsolete making them unusable in their existing condition, but are subject to be dismantled and salvaged.

The Table of Permitted Uses is also amended as follows to include Industrial Launderers as permitted uses in the I-1 and I-2 districts:

Table of Permitted Uses	R-15	R-15A	R-25	R-25A	R-35A	RMH-15	RMH-25	RMH-35	C-1	I-1	I-2	A-1	A-2	O&I	M-F	P-1
<b>SERVICES</b>																
Commercial Laundry Services <del>Plant</del>									P							
<b>MANUFACTURING &amp; INDUSTRIAL (See Notes)</b>																
Industrial Launderers										P	P					

**4. PUBLIC HEARING ON ZONING ORDINANCE TEXT AMENDMENT ZTA 07-04 TO REMOVE RESIDENTIAL USES AS A PERMITTED USE IN THE A-2 ZONING DISTRICT:**

Chairman Perry declared the meeting to be a public hearing on Zoning Ordinance Text Amendment ZTA 07-04. Planning Director Shelley Cox explained that this proposed text amendment is to remove residential uses, including single family structures, mobile homes, and doublewides from being allowed in the A-2 agricultural zoning district. She provided a map showing where in the county the A-2 districts are located. She said most of this area is in the Sandy Road and desert area in the northern part of the county. She stated that the purpose is to prevent future residential development in this area. She said there has been some interest in dividing ten-acre parcels in the Sandy Road area and plats have been brought to her office that contain 31 ten-acre lots that have been cut up in this area. Ms. Cox stated that the county is very concerned about this and is concerned about the county’s ability to provide essential public services such as emergency services, fire protection, police protection, and is also concerned about non-essential services like school buses, mail service, and building inspections. She pointed out that this is a very remote part of the county that has traditionally been used for agricultural purposes and staff feels it is in the county’s best interest to retain that area as an agricultural area. She explained that almost the entire A-2 agricultural zoning district is classified as conservation in the draft land use plan and the intent is to retain that area as an open agricultural based area.

Ms. Cox stated that she reviewed an aerial GIS photo trying to see if there were any existing residential uses within the A-2 district. She said she was only able to find five, and four of the five are located on U.S. 158 immediately adjacent to the area that is already A-1 agricultural. She stated if this text amendment passes, she would probably bring forward a recommendation that those four residences along U.S. 158 adjacent to the A-1 district be rezoned to A-1 so that those houses are not rendered non-conforming uses.

Ms. Cox advised that the Special Projects Committee discussed this text amendment during their last meeting on July 11 and recommended proceeding with this process. She said the Planning Board also reviewed this request on July 26 and recommended approval.

Chairman Perry asked if anyone would care to address the Board regarding this zoning text amendment.

Mr. Eddie Hyman stated that the state established guidelines that provided that anything over ten acres was considered exempt from subdivision scrutiny or review. He said this was to allow property owners to be able to exercise certain rights on their property. He stated that he realizes this is a reaction to the property splits that have occurred on Sandy Road. He said he believes there will not be a lot of these properties divided into ten acre tracts because most of the soils are not suitable. This along with other factors will dictate the development. Mr. Hyman said there should be some provision for individuals who want to live on ten acres of land. He said in his opinion this zoning text amendment will be taking more rights away from the citizens of the county.

At the absence of additional public comments, the public hearing was closed and Chairman Perry asked for comments from Commissioners.

Commissioner Trueblood stated that the reason for proposing these regulations is because county governments are required to provide certain services to residents in these remote areas, and if houses are allowed to be built in this desert area, then school buses will have to go there, law enforcement, EMS, and other services that are available to all county residents would also have to be provided.

Vice-Chairman Griffin stated that the Board has been trying to correct some of the ill wills that have been passed on by developers in the county who have taken advantage of rules that were put in place by former Boards of Commissioners or former legislators. He said the Board is now having to correct those rules which have made it possible for developers to circumvent the regulations. He said when the Board considers zoning a piece of property it looks at several factors including the public safety and well-being and how it would impact the community. He stated that when the ten acre parcels are developed none of this is considered. The property does not have to have access to public water which means the owners have to have wells and septic tanks and they are sometimes a long way from a public road. Vice-Chairman Griffin said the citizens have to pay the price for developers taking advantage of the regulations.

Chairman Perry said there are a lot of people in the county who cannot afford to do some of the things being required. He stated that he hopes the county is not adopting regulations that make it harder for people to own homes.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to approve Zoning Ordinance Text Amendment ZTA 07-04 as presented by staff. The motion carried by a five to one margin with Chairman Perry voting against approval and the following amendment to the Zoning Ordinance table of permitted uses was adopted.

**ZONING ORDINANCE TEXT AMENDMENT  
ZTA 07-04**

Table of Permitted Uses	R-15	R-15A	R-25	R-25A	R-35A	RMH-15	RMH-25	RMH-35	C-1	I-1	I-2	A-1	A-2	O&I	M-F	P-1
<b>OTHER</b>																
Mobile Home						P	P	P				P	<del>P</del>			
Manufactured Home						P	P	P				P	<del>P</del>			
Manufactured Home, Class A	P		P			P	P	P	S	S	S	P	<del>P</del>			
Modular Home	P	P	P	P	P	P	P	P	S	S	S	P	<del>P</del>	P		
Single Family Dwelling	P	P	P	P	P	P	P	P	S	S	S	P	<del>P</del>	P		
Single Family Dwelling (attached)	P	P	P	P	P	P	P	P				P	<del>P</del>			

**5. PUBLIC HEARING ON ZONING ORDINANCE TEXT AMENDMENT ZTA 07-05 TO REQUIRE ALL BUILDABLE LOTS TO HAVE STATE ROAD FRONTAGE AND PUBLIC WATER ACCESS, AND SUBDIVISION ORDINANCE TEXT AMENDMENT STA 07-03 TO REQUIRE LOTS CREATED BY THE FAMILY SUBDIVISION PROCESS TO BE LOCATED WITHIN 1,000 FEET OF A PUBLIC WATER SUPPLY:**

Ms. Cox explained that Zoning Ordinance Text Amendment ZTA 07-05 would require all buildable lots to have public water access and state road frontage. She said this language means if someone has an existing lot and applies for a building permit, the Planning & Inspections staff will have to check and see if they have 25 feet of minimum road frontage on a state maintained road and that they are within 1,000 feet of a public water supply. She advised that this was

discussed during the last meeting of the Special Projects Committee. She said there have also recently been lengthy discussions about the ten acre subdivisions and how to address some of the problems that can be foreseen in the future with them. She stated that one of the biggest problems they can foresee is the lack of road standards for roads that are installed to access some of the ten acre subdivisions. She said they have been trying to decide how to best address this situation since the ten acre lots are state exempted subdivisions. She said no drainage is required and there are no road access or water access requirements for lots. She stated that it is not even required that these lots perk before they go to record. Ms. Cox explained that the School of Government has advised that one of the ways to address the situation would be to include a provision in the zoning ordinance that all lots that are considered buildable must have a minimum of 25 feet of road frontage on a state-maintained road and be within 1,000 feet of a public water supply. She said this is what is being presented tonight.

Ms. Cox stated that a variance from this provision in the zoning ordinance would require that it go before the Zoning Board of Adjustment. She said the next item on the agenda tonight is Subdivision Ordinance Text Amendment STA 07-03 which would require water access for family subdivision lots. This provision would actually be included in the subdivision ordinance under the family subdivision regulations. This text amendment is proposed to make it consistent with the zoning text amendment. If the subdivision text amendment is adopted requiring access to public water and someone requests a variance from that provision, they would be required to go before the Board of Commissioners. Ms. Cox said if these two amendments are adopted and someone requests a variance because they are not within 1,000 feet of a public water system, they could potentially have to request a variance from the Board of Commissioners and from the Board of Adjustment. She stated that she wanted to make the Board aware of these concerns. She said if the proposed amendments are not what the Board intended, she and Mr. Bunch would recommend tabling this item and letting the Special Projects Committee discuss this issue further before taking action.

Commissioner Trueblood suggested tabling the zoning ordinance text amendment and the subdivision ordinance text amendment until the full Board has an opportunity to review this again with all members present in order to fully understand and reach a consensus on this matter.

Chairman Perry declared the meeting to be a public hearing on Zoning Ordinance Text Amendment ZTA 07-05 and Subdivision Ordinance Text Amendment STA 07-03 and he asked if anyone would care to comment on these proposed amendments.

Mr. Charles Meads stated that he owns a 23 acre parcel of land and has owned it for two years. He said he has been working to prepare to build a house on this parcel of land. He stated that a couple of years ago, he purchased a water meter from the Water Department for this piece of property knowing that it would be a greater distance than 1,000 feet from his house to the water meter. He said he even upsized the water meter to accommodate this distance. Mr. Meads stated if property owners make the proper accommodations, it is possible to get water to a house that is more than 1,000 feet from the water meter. Board members noted that the proposed amendment requires that lots, not house, be located within 1,000 feet of a public water supply.

Mr. Eddie Hyman said he believes it is a glitch in the regulations to require that all buildable lots have frontage on a state road because there are lots in Equestrian Estates and Queenswood and other subdivisions that are not on state roads because the Department of Transportation has not yet accepted the roads on the state system. Ms. Cox pointed out that the text actually states that lots must contain a minimum of 25 feet of frontage on a state maintained road or a road that has been approved in accordance with the Pasquotank County Subdivision Ordinance.

Mr. Robert Earl Hewitt stated that he owns a 158 acre farm off of Highway 158 that is farther than 1,000 feet from a state road. He said if one of his children wanted to build a house on that farm, they could not do it because the lot is more than 1,000 feet from a public water supply.

At the absence of further comments, the public hearing was closed.

Motion was made by Bill Trueblood, seconded by Marshall Stevenson to table consideration of Zoning Text Amendment ZTA 07-05 and Subdivision Text Amendment STA 07-03 until the Board can review the proposed amendments with all members present in order to fully understand and reach a consensus. The motion carried unanimously.

**6. PUBLIC HEARING ON SUBDIVISION VARIANCE 07-02 FOR A VARIANCE FROM THE TEN YEAR PROPERTY OWNERSHIP AND STATE ROAD FRONTAGE PROVISIONS REQUIRED FOR A FAMILY SUBDIVISION:**

County Attorney Mike Cox explained that the public hearing on Subdivision Variance Request 07-02 will be a quasi-judicial function and anyone who will be testifying must be sworn in. He added that a four-fifths majority of the Board must vote to approve or deny the request in order for it to pass. Mr. Jackson Sawyer and Ms. Shelley Cox were sworn in by the Clerk to the Board.

Vice-Chairman Griffin declared the meeting to be a public hearing to consider the variance request. Ms. Cox presented the facts. She stated that Mr. Sawyer is requesting approval of a family subdivision to create a lot for his daughter at 520 Firetower Road. He has owned the property for nine years which does not meet the ten year requirement of the family subdivision ordinance. Ms. Cox said this will require a variance from the Board. She explained that the existing property consists of 5.3 acres and is flag shaped with approximately 50 feet of road frontage on Firetower Road. There is an existing house and two barns along the western boundary of the property. Mr. Sawyer can provide 25 feet of road frontage on Firetower Road along the eastern boundary of the lot, however the frontage must be reduced to 15 feet in order for the existing house to meet the 10 foot minimum building setback that is required. She provided a map indicating how the new property line will run. She said there was no way for them to run the proposed property line on the other side because of the existing dwelling and the two barns in the back of the property. She stated that on July 26 the Planning Board reviewed this request and recommended approval. She provided a list of the four findings the Board must make in approving or denying this request.

Mr. Jackson Sawyer stated that he has tried to draw up this family subdivision the best he could to meet the county's requirements. He said he feels like he has done his part and tried to follow all of the rules the county has set forth.

Commissioner Harris noted that he believes Mr. Jackson has done everything he has been asked to do to meet the county's criteria.

At the absence of additional comments, the public hearing was closed.

Motion was made by Jimmie Harris, seconded by Cecil Perry to approve Subdivision Variance Request 07-02 based on the following findings:

1. That special conditions or circumstances affecting said property such that the strict application of the provisions of the Pasquotank County Subdivision Ordinance would deprive the applicant of reasonable use of his land.

*Due to the existing structures located on the property and the unique shape of the property, the applicant cannot maintain 25 feet of road frontage for the lot proposed for his daughter and meet the ten foot minimum building setback from the existing house.*

2. That the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner.

*The property owners are in poor health and having their daughter nearby will help them to maintain their property for their residence.*

3. That the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this Ordinance.

*The lot is flag shaped, and although it consists of 5.3 acres it has only 50 feet (approximately) of road frontage along Fire Tower Road.*

4. That the granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which said property is situated.

*Access will be provided on the parent's property and will not require an easement from an adjoining landowner.*

The motion carried unanimously.

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

Chairman Perry asked if there were any amendments to the agenda. It was requested that New Business Item 8A, Consideration of Family Subdivision 07-01, be moved to the current place on the agenda. It was also requested that the following recommendations from today's Finance Committee agenda be added to the agenda: 1) Approval of budget amendment to remove sediment from drainage way beside U.S. 17; 2) Approval of revised budget for new building projects and approval to pay additional costs from capital reserve.

Motion was made by Lloyd Griffin, seconded by Marshall Stevenson to move Item 8A up on the agenda behind item 4E. The motion carried unanimously.

Motion was made by Lloyd Griffin, seconded by Bill Trueblood to add the two recommendations from the Finance Committee to the consent agenda. The motion carried unanimously.

**8. APPROVAL OF FAMILY SUBDIVISION REQUEST 07-01 BY WOODROW J. SAWYER FOR APPROVAL OF A ONE LOT SUBDIVISION AT 520 FIRETOWER ROAD:**

The Board considered a request by Woodrow J. Sawyer for approval of a one lot subdivision at 520 Firetower Road. The Board had previously tonight approved a subdivision variance from the ten year ownership requirement and from the requirement for 25 feet of frontage on a state road.

Motion was made by Lloyd Griffin, seconded by Marshall Stevenson to approve Family Subdivision Request 07-01 by Woodrow J. Sawyer for a one lot subdivision at 520 Firetower Road. The motion carried unanimously.

**9. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

*a. Approval of Minutes of July 9, 2007 Commissioner Meeting*

*b. Adoption of Resolution for Addition of Roads to State System for Maintenance*

The developers of Sandbridge Subdivision have submitted petitions requesting the addition of roads to the state system for maintenance. The first petition is for the addition of East Heron Court and West Heron Court in Sandbridge, Phase I. The roads are a total of 1,011 feet in length and have 22 homes with street frontage. The second petition is for the addition of Seagull Drive, Osprey Court, and Sandfiddler Drive in Sandbridge, Phases II & III. These roads total 2,652 feet in length and have 30 homes with street frontage. The Board needs to adopt resolutions requesting the addition of these roads to the state system.

*c. Approval of Tax Releases and Refunds*

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

Releases:

		County	City
1.	Stephen Douglas Kleintank	101.71	
2.	Derrick P. Suba	103.82	91.52
3.	David Reed Moore	103.87	
4.	Melissa Powell Linton		107.58
5.	Dennis Wayne Newton	120.86	
6.	David Allen Elliott	110.11	

Refunds:

1.	Penske Truck Leasing Co.	317.38	264.48
2.	USB Leasing Lt	104.45	92.04

*d. Adoption of Resolution Regarding Unused Railroad Tracks in Pasquotank County*

The Board had requested that the following resolution be drafted to be sent to the Department of Transportation, the railroad company, City Council, the Board of Education, and legislators requesting that they help resolve the problem of abandoned railroad tracks in the county.

**RESOLUTION  
REGARDING ABANDONED RAILROAD CROSSINGS**

**WHEREAS**, in Pasquotank County there are several railroad crossings that are no longer used for rail transportation, many of which have been out of service for as much as ten years; and

**WHEREAS**, a number of the abandoned railroad crossings have been posted with signs indicating that the tracks are no longer in service; and

**WHEREAS**, some of the abandoned railroad tracks are no longer usable because connecting tracks have been removed in several locations; and

**WHEREAS**, because of state regulations, school buses are required to stop at all railroad crossings, even those that have been posted as out of service; and

**WHEREAS**, these unnecessary stops result in wear and tear on the school buses, safety concerns regarding rear end collisions, and additional gasoline costs which add up to thousands of dollars for county taxpayers; and

**WHEREAS**, members of the public have approached the Pasquotank County Board of Commissioners to complain about the wear and tear on their vehicles caused by jarring when crossing the abandoned railroad tracks on Peartree Road; and

**WHEREAS**, Pasquotank County officials have held discussions with North Carolina Department of Transportation officials and requested that the Department of Transportation pave over abandoned railroad tracks; and

**WHEREAS**, the Department of Transportation has requested permission from Chesapeake & Albemarle Railroad Company to pave over abandoned tracks and permission has been denied; and

**WHEREAS**, the Pasquotank County Board of Commissioners believes that a favorable solution can be found for this dilemma, either by paving over the abandoned railroad tracks, completely removing the tracks, or changing state directives requiring school buses to stop at all railroad crossings;

**NOW THEREFORE BE IT RESOLVED** that the Pasquotank County Board of Commissioners respectfully requests that State Representatives and the Elizabeth City-Pasquotank Board of Education consult with Chesapeake & Albemarle Railroad Company, the North Carolina Department of Transportation, and any other relevant agencies to try to resolve the various concerns regarding abandoned railroad crossings.

**ADOPTED** this the 6<sup>th</sup> day of August, 2007.

*e. Adoption of Resolution to Support Improvements to Mill Pond Road*

The Board was requested to adopt the following resolution supporting improvements in order to remove the weight restriction on Mill Pond Road. The estimated cost of improvements to the road is approximately \$655,000. Removal of the weight restriction would improve transportation of agricultural products generated in the county.

**RESOLUTION SUPPORTING IMPROVEMENTS TO MILL POND ROAD  
TO REMOVE WEIGHT RESTRICTION**

**WHEREAS**, there is currently a weight restriction on Mill Pond Road (SR 1354) in Pasquotank County, limiting truck transportation; and

**WHEREAS**, removal of the weight restriction would be an economic benefit for Pasquotank County and would allow future expansions and improved transportation of agricultural products generated in the county; and

**WHEREAS**, the North Carolina Department of Transportation has determined that the most economical way to remove the weight restriction would be to make improvements to strengthen Mill Pond Road (SR 1354) from Sandy Road (SR 1469) to Turnpike Road (SR 1001); and

**WHEREAS**, the proposed project is estimated to cost \$655,000 to construct;

**NOW THEREFORE BE IT RESOLVED** that the Pasquotank County Board of Commissioners supports proposed improvements to Mill Pond Road (SR 1354) from Sandy Road (SR 1469) to Turnpike Road (SR 1001);

**BE IT FURTHER RESOLVED** that the Pasquotank County Board of Commissioners requests the North Carolina Department of Transportation to use available funds such as Economic Development funds, future Secondary Road Construction funds, etc. to perform this work.

**ADOPTED** this 6th day of August, 2007.

*f. Appointments to Boards and Committees*

The Appointments Committee has recommended that Don McCabe be appointed to the College of The Albemarle Board of Trustees and that James Stewart and Arthur McPherson be appointed to the Tourism Development Authority.

*g. Approval of Budget Amendment to Remove Sediment from Drainage Way*

The Finance Committee has recommended approval of a budget amendment in the amount of \$1,750 to provide funds for half of the cost to remove a sand hill that is blocking the drainage on the downstream side of the culvert under U.S. 17 between Central School and Corinth Baptist Church. The City of Elizabeth City has agreed to pay half of the cost of the project which is estimated at \$3,500.

*h. Approval of Final Change Orders for New Building Projects*

The Finance Committee has recommended approval of a revised budget in the amount of \$15,273,819 for the new building projects. This includes all project costs with the exception of Change Order #6A. The Finance Committee has also recommended approval to pay additional costs in the amount of \$500,955 from the Capital Reserve Fund. This amount and the \$340,000 previously borrowed from the Capital Reserve Fund is to be repaid to Capital Reserve after January 1, 2008 with E911 Surcharge Fees.

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

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

Releases:

		County	City
1.	Christopher Vincent	12.25	
2.	Russell Page		13.26
3.	Sabrina Ferebee Hoffler	11.76	9.38
4.	Joseph Davis Berry	2.71	
5.	Timmy Banal Ewell	18.05	20.04
6.	Timmy Banal Ewell	51.41	47.84
7.	Timmy Banal Ewell	25.54	26.28
8.	Oralia Felix Perez	3.98	3.32
9.	Phillip Guy Vaughan	4.61	
10.	Douglas Clayton Anderson	2.40	2.00
11.	Billie Jo Renee Wright	46.68	
12.	Ellen Perry Harris	5.88	
13.	Douglas Wayne Siedenburg	37.06	
14.	Robert Warren Taylor	6.05	
15.	Alexander Graham Bell	43.20	
16.	Chrome Pony Mustang Club		4.00
17.	Larry J. Von Weigel	31.73	26.44
18.	Dawn Mae Garrett	3.46	
19.	Stephen Wayne Prevatt	91.87	
20.	Walter Norman	2.52	2.01
21.	Juan Riddick	17.27	13.77

22.	Brian Scott Carroll	7.30	
23.	Jared Jack Sparks	40.61	38.84
24.	Edna Bailey Godfrey	9.36	
25.	Robert Lee Clinton, Jr.	22.88	
26.	Penny Louwella Norwood	2.55	2.12
27.	Fabian Isiah E. Ellison	9.89	8.24
28.	Charlie Thomas White	53.33	
29.	Brett Alan King	4.59	3.82
30.	Jose Marlin Reta	11.45	9.54
31.	Alton Paul Hall		79.68
32.	Aron Charles Becheom, Jr.	73.35	61.12
33.	Beatrice Neal Scott	5.12	4.26
34.	Debra Kaye Browning	89.04	
35.	Donald Bruce Campbell	70.61	63.84
36.	Matthew Steven Sharp	61.06	55.88
37.	J&J Produce, Inc.	37.54	
38.	Amy Lynn McCole	23.67	
39.	Richard Eugene Smallwood	8.40	
40.	Pamela Ulinda White	8.78	7.00
41.	William Isaac Gainey, Jr.	81.60	
42.	Brandon Michael Leahy	56.83	52.36
43.	Craig Allen Miller	91.58	81.32
44.	Jose Enrique Lefebre	81.50	
45.	Marie Sawyer Kulinski	30.58	25.48
46.	Mary Florence McCarthy	2.64	2.00
47.	Donald Howard Turek	92.59	
48.	Brian David Lutes	85.01	80.84
49.	Rita Evans Bowe	24.63	
50.	Justin Adam Brown	79.34	
51.	Aaron Frank Brosneck	22.56	23.80
52.	Aaron Frank Brosneck	3.41	7.84
53.	Kenneth Alvin Sweatman	9.56	7.96
54.	Irwin Comm Finance	62.63	51.35
55.	James W. & Ruth C. Russell	37.30	
56.	Petrocall Maintenance & Const.	10.13	
57.	Wells Fargo Financial Leasing	8.25	
58.	Vincent Wayne Vanness	32.21	
59.	Vincent Wayne Vanness	74.64	
60.	Brian Wade Pike	34.10	
61.	Tidewater Investment Group	69.50	56.99
62.	Allen P. & Juanita Cutchin	99.00	
63.	Five C's, Inc.	61.50	50.43
64.	Blanche P. Sawyer Est.	64.00	52.48
65.	David & Sheila Lawyer		36.00
66.	Charles H. & Barbara A. Lee	34.50	
67.	Timothy Scott Gravgoard	72.00	
68.	Michael Patrick Gormley	46.37	
69.	Carlos Hernandez	98.06	
70.	James Ronald Touchberry		21.89
71.	Thompson & Son Auto Inc.	41.00	
72.	Berthene Tina Riddick	17.18	13.71
73.	William Landers	12.78	
74.	Thomas D. Cox, Jr.	2.00	
75.	Thomas Patrick Sayman	72.38	65.32
76.	Marcella F. Morrisette & Frances M. Norrell	38.50	31.57
77.	John James Sherwin	45.05	
78.	W.J. Munden, Jr.	61.50	50.43
79.	Gregory Q. Williams	96.00	
80.	Bobby Miller	25.03	
81.	James Robert Whitley	9.57	
82.	Dolores Ann Hulse	4.80	
83.	Justin Michael Welker	10.87	9.06
84.	Joseph Clauss Kontaratos	10.51	13.76
85.	Sonya White Spruill	21.12	17.60
86.	Bruce Bright, Sr.	17.50	
87.	Thomas Dean Simms	17.62	14.68
88.	Benjamin F. Shipley		38.01

89.	Mattie C. Johnson	8.30	6.81
90.	Julian Patrick May	1.76	1.46
91.	Alene Nanette Dennard	18.54	
92.	Guillermo Narairo Verde, Jr.	13.63	
93.	Guillermo Navaro Verde, Jr.	8.40	
94.	Gurvis McCoy Williams	95.33	
95.	Kelly Lee Banks	22.88	19.06
96.	William E. & Diane Pierce	27.00	
97.	Barry S. Salmon	37.50	
98.	John A. & Elizabeth Seymour	27.00	
99.	Gary Lee Walker	47.20	42.79
100.	L.A. Harris, Jr.	75.00	

Refunds:

1.	Frances H. Sutton & Larry F. Harrell	59.89	
2.	Gary Lee Walker	20.75	18.81
3.	Frances H. Sutton & Larry F. Harrell	57.50	
4.	Blackwell Memorial Baptist Church	78.41	
5.	Five C's Inc.	59.04	49.20
6.	Robyn Lynn Dixon	56.70	

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
First Baptist Church	13-E-3	Unoccupied since May 2005
Charles Everett, Jr.	21-F-10-11A	Unoccupied since 1999
Charles E. & Blanche Price	32-H-12B	Unoccupied for three years
Ralph Mann Heirs	50-L-4	Unoccupied since 2002
Robert Smith Skinner Lf Est	26-A-6	Unoccupied for three years
Steven R. Harris	P11-9	Unoccupied since 2001
Don & Suzanne Macnorris	P61-2	Unoccupied since 2004
Louis Bank, Jr. Heirs	P98-31	Unoccupied for five years
Charles H. Wallen	P111-47	Unoccupied since June 2005
M. H. Stevenson, Jr.	P36-41	Unoccupied for five years
Joe Lynn Gilbert	24-A-9	Unoccupied since 2002
Daniel B. White	P60-49	Unoccupied since January 2006
Sterling S. Griffin	P80-84A	Unoccupied since 1993
Mary Elizabeth Gibson	P63-4	Unoccupied since 1992
Larry E. Billet	12-G-19	Unoccupied for several years
William E. Stevens	P88-12	Unoccupied since November 2006
Vincent W. Mercer, Jr.	36-C-5	Unoccupied since 1950's
Harry W. Reed III	P127-10	Unoccupied since 2003
Tamani Lewis	50-L-8	Unoccupied since 2001
Eudora B. Harvey	P122A-70	Unoccupied for several years
Eudora B. Harvey	29-D-24	Unoccupied for several years
Hazel T. Godfrey	P8A-36	Unoccupied since 1985
Aaron Vincent Clifton	P33-27	Unoccupied for two or three years

**10. APPROVAL OF SKETCH PLAN FOR LOVE-REID FARM:**

The Board considered the sketch plan for Love-Reid Farm consisting of 12 residential lots on Simpson Ditch Road. Ms. Cox explained that the property is zoned R-15 residential. Lot sizes range from 43,000 square feet to 50,302 square feet. Under the current school districting, students generated from this development would attend Pasquotank Elementary School, River Road Middle School and Northeastern High School. Intercounty Volunteer Fire Department provides fire protection for this area and it will be served by the Pasquotank County Water System. On-site septic systems will be utilized and proposed lots are not located within the 100 year flood plain. Ms. Cox explained that the Technical Review Committee reviewed this sketch plan on July 11 and noted concern regarding the proposed layout which included two entrances onto Simpson Ditch Road terminating into two cul-de-sacs. She said it was the TRC's recommendation that the sketch plan be revised to reflect only one entrance for the subdivision. In response to the TRC's concerns, a new sketch plan reflecting one entrance onto Simpson Ditch Road was submitted by the applicant. In addition, the drainage/utility/non-access easement for frontage along Simpson Ditch Road has been increased to accommodate future right-of-way expansion and turn lanes. Ms. Cox reported that the Planning Board reviewed this request on July 26 and recommended approval of the sketch plan.

Commissioner Dixon asked questions concerning the agricultural buffer. He asked if the current buffer will go away if the residual tract is ever developed. Ms. Cox said because the residential lots will adjoin existing agricultural uses, a 75 foot buffer is required. She added that the cul-de-sac extends into the buffer area to provide future potential access for the property.

Mr. Eddie Hyman explained that the cul-de-sac was designed to allow access into the residual farmland. He said the cul-de-sac would be in place for any future development, although none is planned or intended at the current time.

Commissioner Stevenson noted that Simpson Ditch Road has been talked about in the long-range transportation plan to extend it across Body Road to Peartree Road thus making it a main thoroughfare to the bypass. He asked if this comes to pass whether there will be enough easement to provide for the widening of Simpson Ditch Road. Mr. Hyman stated they were asked to provide enough room for a future deceleration and turn lane into this property. He said the entire right-of-way of this parcel was not discussed. He added that due to all of the residential growth that has occurred on Simpson Ditch Road during the past few years, he does not foresee this road becoming a major corridor. He said the deceleration and turn lanes were designed under the direction of the Department of Transportation.

Commissioner Dixon asked if the developer decides to develop the back part of the property whether the agricultural buffer will go away because the same person owns the entire tract of land. Ms. Cox responded that the buffer will remain even if the rear portion of the property is developed. Mr. Hyman said the language in the zoning ordinance states that this buffer is permanent and perpetual. Commissioner Dixon noted that in this subdivision, approximately three acres of land will be rendered useless due to this buffer requirement.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to approve the sketch plan for Love-Reid Farm as presented. The motion carried unanimously.

**11. CONSIDERATION OF AMENDMENT TO RESTRICTIVE COVENANTS FOR PASQUOTANK COUNTY COMMERCE PARK:**

Assistant County Manager Rodney Bunch reported that the Commerce Park Ad Hoc Committee is recommending that the Commerce Park Restrictive Covenants be amended to add "Industrial Launderers" as a permitted use. He advised that letters were mailed to all property owners within the Commerce Park on July 11 notifying them of this proposal. He stated that the Restrictive Covenants state that no amendment will be effective until the owners have been given thirty days prior written notice of the proposed change. He added that if the Board approves the amendment tonight, it will not become effective until August 10, 2007 which would be thirty days after the letters were mailed to the property owners. Mr. Bunch stated that staff recommends that the covenants be amended.

Motion was made by Lloyd Griffin, seconded by Bill Trueblood to approve the amendment to the Commerce Park Restrictive Covenants to add "Industrial Launderers" as a permitted use under Article V, Regulation of Operations; Section 5.1, Permitted Uses. The motion carried unanimously.

Vice-Chairman Lloyd Griffin asked if the industrial launderers who will be allowed to locate in the Commerce Park will be required to pre-treat its wastewater before it enters the sewer system. Mr. Bunch stated they will be required to provide a list of the chemicals they plan to use in their laundering process because it must be acceptable to the city's wastewater treatment plant. County Attorney Mike Cox added that the county will have to adopt the city's ordinance for the Commerce Park once the pump stations are operational.

**12. DESIGNATION OF VOTING DELEGATE FOR NCACC ANNUAL CONFERENCE:**

The Board considered the designation of a voting delegate for the North Carolina Association of County Commissioners Annual Conference which will be held August 16-19 in Fayetteville.

Motion was made by Bill Trueblood, seconded by Lloyd Griffin to designate Chairman Cecil Perry as the voting delegate for the NCACC Annual Conference. The motion carried unanimously.

**13. CHANGE IN SEPTEMBER MEETING SCHEDULE:**

The Board discussed changing the first Commissioner meeting in September because it falls on Labor Day.

Motion was made by Marshall Stevenson, seconded by Lloyd Griffin to move the first Commissioner meeting in September from Monday, September 3 to Tuesday, September 4, 2007 due to the Labor Day holiday. The motion carried.

**14. RECOMMENDATIONS FROM APPOINTMENTS COMMITTEE:**

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

Criminal Justice Partnership Advisory Board – Recommend appointment of Patricia Youngblood. Final approval of this appointment will hold over until the next meeting so that Commissioners can review her application.

Juvenile Crime Prevention Council – Approve the entire slate of members as recommended for 2007-08:

Specified Members (G.S. 147-33.61)	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Holly Glenn	Dir. Exceptional Childrens Program	Y	W	F
2) Chief of Police	Vacant				
3) Local Sheriff or designee	Randy Cartwright	Sheriff		W	M
4) District Attorney or designee	Vacant				
5) Chief Court Counselor or designee	Sherri Ellington	Chief Court Counselor		W	F
6) Director, AMH/DD/SA, or designee	Tom Waite	MAJORS Dir.	Y	W	M
7) Director DSS or designee	Melissa Stokely	Director		W	F
8) County Manager or designee	Randy Keaton	County Manager		W	M
9) Substance Abuse Professional	Vacant				
10) Member of Faith Community	Gary Vogelpohl	Pastor		W	M
11) County Commissioner	Cecil Perry	Commissioner		B	M
12) Two Persons under age 18 (State Youth Council Representative, if available)	Vacant				
	Vacant				
13) Juvenile Defense Attorney	Vacant				
14) Chief District Judge or designee	Hon. Christopher Bean	Chief District Court Judge		W	M
15) Member of Business Community	Diana Gardner	W.E. Wood Realty		W	F
16) Local Health Director or designee	Cherryl Pinner	Public Health Nurse	Y	W	F
17) Rep. United Way/other non-profit	Susan Hoskins	United Way Director		W	F
18) Representative/Parks and Rec.	Vacant				
19) County Commissioner appointee	Eva Anderson	Court Counselor		B	F
20) County Commissioner appointee	Peter Aitken	Court Counselor		W	M
21) County Commissioner appointee	Clarence Barnes	Court Counselor		B	M
22) County Commissioner appointee	Lillian Dance	SOS Coordinator		B	F
23) County Commissioner appointee					
24) County Commissioner appointee					
25) County Commissioner appointee					

Motion was made by Marshall Stevenson, seconded by Bill Trueblood to approve the appointment of the recommended slate of members to the Juvenile Crime Prevention Council. The motion carried unanimously.

**15. REPORTS FROM COUNTY COMMISSIONERS:**

Vice-Chairman Lloyd Griffin stated that former Camden County Commissioner Ben Gray passed away. He requested that a sympathy card be sent to his family from the Board.

Vice-Chairman Griffin reported that the Airport Authority is moving forward in trying to coordinate efforts for a land use plan for the Aviation Park as well as a stormwater master plan for the airport and the new parcel of property.

Commissioner Bill Trueblood reported that he and Mr. Rodney Bunch will be meeting tomorrow with Mr. Greg Johnson to review the proposed stormwater manual for Pasquotank County.

Chairman Perry stated that yesterday's dedication ceremony for the new Library and new Public Safety Building was quite successful. He said this was a good example of some of the things the county has done to make the community a better place to live.

Chairman Perry reported on several meetings and events that he has attended during the last couple of weeks.

**16. REPORT FROM COUNTY ATTORNEY:**

Chairman Perry 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 preserve the attorney client privilege.

Motion was made by Jimmie Harris, seconded by Lloyd Griffin that the Board enter Closed Session to preserve the attorney client privilege. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Lloyd Griffin, seconded by Jeff Dixon that the Board return to Regular Session. The motion carried unanimously.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to adjourn the meeting. The motion carried and the meeting was adjourned at 9:00 PM.

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CHAIRMAN

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CLERK