

**PASQUOTANK COUNTY, NORTH CAROLINA
AUGUST 18, 2008**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, August 18, 2008 in Courtroom C in the Pasquotank County Courthouse.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Assistant County Manager
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. Michael Barclift, Pastor of Mt. Carmel Missionary Baptist Church, gave the invocation and Vice-Chairman Marshall Stevenson led in the Pledge of Allegiance to the American Flag. Chairman Perry welcomed everyone present.

1. INTRODUCTION OF NEW COUNTY FOREST RANGER:

Chairman Perry recognized Mr. Rob Davis, the new Pasquotank County Forest Ranger. Mr. Davis stated that he has been working in this position for about six weeks and looks forward to working with the Board.

Mr. Mike Petruncio, District Forester, thanked the Board for its continued support. He asked that the Board also remember the past County Ranger Ron Cline, who worked with the Forest Service for 30 years before retiring. Following a short retirement he passed away on July 25.

Mr. Petruncio stated that Rob Davis began work on July 14 and has already obtained experience in fighting a ground fire. He said it was a long spring and has been a long summer and the Forest Service is getting ready for the fall fire season and whatever it may bring.

2. COMMENTS FROM TONY STIMATZ:

Chairman Perry recognized Mr. Tony Stimatz of 606 West Main Street who said he is appearing before the Board as a City Councilor and as a county resident. He stated that the city pays the county substantial sums of money for several services which are not covered by any kind of operating agreement. These are for Animal Control and the 911 Center. Mr. Stimatz explained that virtually every City Councilor has received complaints of poor, inadequate, non-responsive, or in some cases potentially endangering service from both of these entities. He said additionally he has talked with senior police and fire personnel and they too have issues with the 911 Center operations that are not being resolved. In addition, they have their own operational idiosyncrasies that need to be ironed out to make the center's job a little easier. He stated that earlier this year he found out that there is no contractual agreement or memorandum of understanding between the city and the county, and that there is only a resolution from 14 years ago. Mr. Stimatz said the service has gotten to the point that there is a significant groundswell among city people, both on staff and citizens to get out of the 911 Center and create the city's own dispatch center. He stated that he is reluctant to do that because without an operating agreement no one knows what the rules are, what services are supposed to be provided, or what information is to be provided by the city agencies. He said the City Manager has been requested to begin drafting a memorandum of understanding. He recommended that the draft MOU for Animal Control and the 911 Center be available for review at the joint city-county meeting at the end of September. Mr. Stimatz stated that he will be making this same recommendation at the next City Council meeting because he thinks 14 years is a long time to operate with just a handshake.

County Manager Randy Keaton explained that a joint resolution for the 911 Center was adopted by all three governing bodies in 1990 when it was first formed. This resolution was a joint agreement setting out the rules of the 911 Center. The 911 Center is governed by an Advisory Board that is appointed by the Pasquotank County Board of Commissioners, the City Council, and the Camden County Board of Commissioners. That Advisory Board is the first step in resolving any issues related to 911. Mr. Keaton said even though Pasquotank County is the operating agent for 911, the Advisory Board is primarily the group that handles complaints and issues that come up. He added that the 911 Center has an interagency group that meets periodically to resolve issues regarding standard operating procedures. He said each agency is supposed to provide standard operating procedures to 911 to give them instructions on how to dispatch their personnel because not all agencies have the same level of standard operating procedures. He noted that not all agencies attend the interagency group meetings when they are called and if they are not there to provide input, it is hard for 911 to get instructions on how they should dispatch calls for the agencies.

Commissioner Matt Wood stated that over the years when he has heard complaints he has referred them to the 911 Advisory Board because it has representatives from the city and the county. He said an effective Advisory Board will air complaints, deal with them on a timely basis, and see that the employees are trained properly and are handling calls properly. He stated that he does not believe an agreement can address every situation that will occur.

Commissioner Bill Trueblood asked if staff attend the monthly meetings of the 911 Advisory Board and if there are minutes of those meetings. The County Manager said he attends the meetings occasionally, but does not attend every month. He added that he receives minutes of the meetings. The Board suggested that the County Manager attend the monthly 911 Advisory Board meetings and keep the Board apprised of the activities. Mr. Keaton said he will also send copies of the minutes of those meetings to the Board, as well as the monthly call reports.

3. AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. It was requested that the following items be added to the agenda: 1) Approval of proposal submitted by SunTrust to finance vehicles and equipment; 2) Approval of 45 day extension of feasibility period for Nags Head property; and 3) Closed Session to discuss the location or expansion of a business or industry.

Motion was made by Matt Wood, seconded by Marshall Stevenson to amend the agenda to add the three items listed above, and to add item #1 to the consent agenda. The motion carried unanimously.

4. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of August 4, 2008 Commissioner Meeting

Commissioner Griffin requested that item #1 in the minutes be amended to include his recommendation to have the Special Projects Committee study whether Dixieland Speedway is in compliance with the county's land use ordinances.

b. Approval of Tax Releases and Refunds

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

Releases:

		County	City
1.	Bradford Corporation		229.68
2.	Fazio LLC	1,059.40	
3.	First Baptist Church	120.00	
4.	Mildred B. Gregory Lfe Est	236.95	
5.	Ronald W. & Mary P. Black	415.27	
6.	Brian & Patsy W. Williams	760.31	
7.	Emily S. Barnes	1,309.68	
8.	Deborah R. Floyd Etal	385.65	217.35
9.	Craig Allen Miller	121.75	109.84
10.	John Ray Crisp	103.75	
11.	Nixon Spring, Inc.	776.70	

12.	Michael L. & Sheila Brantley	1,064.90	
13.	Jasvinder Singh	151.25	123.75

Refunds:

1.	Matthew Joshua Smock	226.64	
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c. Approval of Closeout of School Capital Project Fund

The Finance Committee has recommended that the School Capital Project Fund be closed out and that the remaining funds totaling \$23,304.93 be transferred to the Capital Reserve Fund and earmarked for the schools.

d. Approval of Vehicles for Surplus and Sale on GovDeals

The following seized vehicles need to be declared surplus so they can be sold on GovDeals.com:

VEHICLE	VIN #
1998 Dodge Van	2B4GP45G1WR744452
1994 Chevrolet Van	1GBDU06D7RT100029

e. Appointments to Boards and Committees

The Appointments Committee has recommended the appointment of Ernest Anderson to the Senior Citizens Advisory Committee to replace Walter R. Berry who is not eligible for reappointment, and that Regenia Hansford be appointed to the Child Fatality Prevention Team to fill a vacancy in the “parent of a deceased child” position.

f. Adoption of Resolution Requesting Addition of Ashley Drive, Edrieann Drive, and Amber Drive to the State System for Maintenance

The developer of Nixonton Terrace Subdivision has submitted a petition requesting the addition of Ashley Drive, Edrieann Drive, and Amber Drive to the state system for maintenance. DOT has advised the developer that he must resubmit the petition due to the length of time since the first submission. The Board needs to adopt a resolution requesting the North Carolina Department of Transportation to add these three roads to the state system.

g. Approval of Proposal from SunTrust for Financing Vehicles and Equipment

The Finance Committee has recommended that the Board approve a proposal submitted by SunTrust for financing vehicles and equipment for several county departments, College of The Albemarle, and the school system totaling \$381,000. The proposed interest rate is 3.545%.

Motion was made by Matt Wood, seconded by Marshall Stevenson to approve the consent agenda as amended. The motion carried.

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

Releases:

		County	City
1.	Mark Benjamin Barnett	4.65	
2.	Mark Benjamin Barnett	8.20	
3.	Jervaiu Donbre Laster	37.06	35.88
4.	Brian Keith Batdorf	43.80	
5.	Michael Fairbanks	5.40	
6.	Jacob Dante Wycoff	16.80	18.78
7.	Christopher Joe Entsminger	82.35	
8.	Edward Paul Holland	14.00	
9.	Edward Eugene Young	21.40	
10.	Jose Martin Reta	5.00	4.10
11.	Derrick P. Suba	93.60	81.75
12.	Arlene Hill Jeffries	20.55	
13.	Walter D. Richards III	23.68	19.38
14.	Herbert Allen Alexander	8.80	
15.	Charly Ann Hengen	66.65	
16.	Roland Neal Cartwright	85.75	
17.	Melinda Tuttle Culver	6.10	
18.	Jonathan Michael Goodman	78.30	69.21
19.	Benjamin Michael Taylor, Jr.	39.65	37.51
20.	Benjamin Michael Taylor, Jr.	16.50	18.53
21.	Dolores Ann Hulse	5.00	

22.	Brian Gordon Puhl	9.55	
23.	Aaron Brant Mohler	64.30	57.73
24.	David Allison Jones	20.79	
25.	Davy Lonell Armstrong	6.65	5.46
26.	Dennis Wentworth Chamberlin	1.30	1.07
27.	Eric James Kramer	23.40	
28.	Hudson & Son Garage, Inc.	6.99	
29.	John C. Hudson & Kimberly C. Etal	8.25	
30.	Brady Pates Meyer	60.70	
31.	The Joseph L., Jr. and Meade M.	23.88	19.58
32.	John Lester Harbin	97.65	
33.	Larry Lee Perkins	56.40	46.25
34.	Amanda Conley	25.25	
35.	Christopher Karl Vandewalker	13.90	
36.	Lucas James Oliver	12.00	14.84
37.	David Allen Gale, Jr.	80.15	70.72

Refunds:

1.	Russell Alan Shirk	77.55	
2.	Larry Eugene Rush	41.98	
3.	Eileen M. Nix Lf Est	48.46	39.65
4.	Larry Eugene Rush	34.65	

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
Lenton Ruben Griffin	P80-34A	Unoccupied since 2001
H.L. Proctor, Sr. Lf Est	P80-11A	Unoccupied since 1995
J.E., O.E. & D.W. McPherson	53-A2, B, C1	Unoccupied for 7 years

5. APPROVAL OF AMENDED SKETCH PLAN FOR DAVIS FARMS:

The Board considered an amended sketch plan for Davis Farms. Assistant County Manager Rodney Bunch explained that the amended sketch plan consists of four residential lots at the end of Pritchard Road. He said the Board recently approved a sketch plan for four lots, however since that time there has been a change in the layout of lot 3 and it was felt this change was significant enough that the Board should be aware of it before proceeding to preliminary plat. The four lots range in size from 4.15 acres to 4.51 acres. Ms. Kim Hamby from Hyman & Robey explained it was recently discovered that one acre out of lot 3 had recently been conveyed to the Davis family which required that the sketch plan be amended. She said although the lot is irregularly shaped, the total area is 4.66 acres and the front section of the lot consists of one acre. After brief discussion;

Motion was made by Matt Wood, seconded by Jeff Dixon to approve the amended sketch plan for Davis Farms as submitted. The motion carried unanimously.

6. APPROVAL OF 45-DAY EXTENSION OF FEASIBILITY PERIOD FOR NAGS HEAD PROPERTY:

County Attorney Mike Cox explained that the individuals who plan to purchase the Nags Head property have requested a 45-day extension of the feasibility period. He said they have not requested an extension of the closing date, only the feasibility period.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to approve a 45-day extension of the feasibility period for the Nags Head property. The motion carried unanimously.

7. REPORT FROM COUNTY MANAGER:

County Manager Randy Keaton explained that the counties in this area and several other agencies have operated a self-insurance health insurance group since 1990. The fiscal agent has always been Chowan County and due to Chowan's recent cash flow issues, they have requested that another agency take over the responsibility for administering the funds. Mr. Keaton said there are currently about 1,300 individuals in the health insurance pool and the total budget is about \$5.6 million per year, much of which flows into the pool in the form of premiums and

flows out to doctors, health care providers, pharmacies, etc. The Northeast Albemarle Group Committee meets several times a year to review the plan and cash balance and determine whether changes in the plan are needed. In the spring of each year the committee meets to determine what the rate increases, if any, need to be to keep the plan solvent. Mr. Keaton provided a handout showing how the group plan fares relative to other counties in the state. He said Pasquotank County currently has the 18th lowest rate in the state based on the health insurance pool. He noted that many counties have significantly higher rates. He explained that a third party administrator handles all of the claims. He stated that they try to maintain a fund balance of about \$.5 million per year and this fluctuates from month to month based on the claims. As of June 30, 2008, there was a fund balance of \$418,000. Mr. Keaton said because of Chowan County's cash flow problems, this \$418,000 was included in their cash balance at the end of June which was reported at \$723,000. He stated that the Chowan County Manager has asked the health insurance group to designate another agency to take over administration of the funds. He noted that the pool would like to make the transition on September 1 if possible. He said Pasquotank County and the Health Department are the two largest agencies and are the only agencies that would be capable of handling it. Mr. Keaton explained that Pasquotank County had 292 employees in the plan and 69 dependents as of May 1, and the pool had a total of 1,284 participants as of May 1. He stated with Chowan County's situation, there are some questions about how quickly they can transfer the \$418,000 over to the agency that will handle the plan.

Commissioner Dixon suggested that the health insurance fund should be audited before any entity assumes administering the funds. Commissioner Wood stated that he agrees another entity should take over the administration from Chowan County as quickly as possible, including liquidating any funds. Mr. Keaton asked if the Board wants to encourage the Health Department to assume this responsibility. Vice-Chairman Stevenson, the county's representative on the Health Board, asked that the County Manager and the Finance Officer meet with the Health Board at its meeting next week to discuss this matter. The purpose of the meeting will be to see if the Health Department would be willing to take this on if Pasquotank County does not want to do it.

8. REPORTS FROM COMMISSIONERS:

Commissioner Jimmie Harris stated that he saw information in the packet about the Board's request to rename the Little River Bridge the "Trooper R.P. Cooke Memorial Bridge". He said he does not want to see this request dropped. The Clerk advised that DOT will present this request to its road-naming committee in September because a naming cannot be considered until the individual has been deceased a year and Trooper Cooke died in September 2007. DOT will inform the Board if any further action is needed.

Commissioner Bill Trueblood noted that the Board has been provided a copy of the EMS monthly report which shows a 20% increase in calls over the same period last year. He said the additional transport service recently approved by the Board resulted in 57 calls for transport service last month. The County Manager added that last year's calls were about a 20% increase over the previous year.

Commissioner Jeff Dixon stated that the hospital is waiting for a response from the county to its proposal to exchange its share of the proceeds from the sale of the Dare County property for the county agreeing not to bill the hospital for the county share of EMS. The County Manager said this was discussed at a Finance Committee meeting and the Board's decision was to consider the proposal after the sale of the property is finalized. He stated that the hospital's representative was told this during the meeting. It was noted that this payment is a part of the lease agreement with the county and the agreement would have to be amended in order for the hospital to not have to pay the county share of EMS. The Board requested that Mr. Keaton send a letter to the hospital board notifying them that the county will consider its proposal once the Dare County property is sold.

Commissioner Jeff Dixon stated that he recently attended a Community Watch Meeting in the county. He said there were a lot of questions and much confusion from the citizens as to where they can go to get answers and information.

Commissioner Griffin stated that the Local Emergency Planning Committee lists Commander Drew Pearson as the representative of the Coast Guard Fire Department. He said Commander Pearson was replaced by Commander David Dyer three weeks ago.

Commissioner Griffin pointed out that the Airport Authority opened bids for the expansion last week. He said the state aviation group had previously committed \$1.5 million to the project and those funds were removed from the state budget this year. He stated that the City Manager is trying to find \$1.5 million to replace those funds.

Chairman Perry stated that a ribbon-cutting will be held this Thursday at 10:00 AM for Griggs Lumber Company's new location. Commissioner Griffin agreed to represent the county at the ribbon-cutting.

Chairman Perry stated that the NCACC Conference will be held later this week and he plans to attend.

Chairman Perry reported that he attended a program today sponsored by the School Board and learned that they are moving forward with some changes. County Manager Randy Keaton added that the program at the Rotary Club meeting today was about an initiative of the School Foundation called AVID which encourages more students to attend college.

9. REPORT FROM COUNTY ATTORNEY:

County Attorney Mike Cox updated the Board on the old middle school property and a question about a reversionary clause. He said the county performed a title search in 1995 when the COPS financing was done. He stated that he has spent some time during the last couple of days researching records in the Register of Deeds Office and will continue to research this matter. Commissioner Matt Wood commented that if the city wants to do something on the property, he does not see a problem with the city coming to the county with a plan. Councilman Tony Stimatz noted that the city is currently conducting a facility study of all city buildings and the middle school property will be part of that study.

10. CLOSED SESSION TO DISCUSS THE LOCATION OR EXPANSION OF BUSINESS OR INDUSTRY:

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 discuss the location or expansion of a business or industry.

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

Upon the end of Closed Session;

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

There being no further business;

Motion was made by Bill Trueblood, seconded by Jimmie Harris to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 8:25 PM.

CHAIRMAN

CLERK