

**PASQUOTANK COUNTY, NORTH CAROLINA
AUGUST 31, 2011**

The Pasquotank County Board of Commissioners met today in a special meeting on Wednesday, August 31, 2011 in the Community Room at the Pasquotank County Public Safety Building.

MEMBERS PRESENT: Lloyd E. Griffin, III, Chairman
Jeff Dixon, Vice-Chairman
Bill Trueblood
Cecil Perry
Dr. William R. Sterritt
Gary G. White
Joseph S. Winslow, Jr.

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 4:00 PM by Chairman Lloyd Griffin. Chairman Griffin stated that the purpose of today's meeting is to discuss actions related to Hurricane Irene. He stated that the agenda needs to be amended to add a Closed Session for the purpose of preserving the attorney client privilege.

Motion was made by Gary White, seconded by Bill Trueblood to amend the agenda to add a Closed Session for the purpose of preserving the attorney client privilege. The motion carried unanimously.

1. UPDATE ON HURRICANE IRENE CLEANUP:

County Manager Randy Keaton reported to the Board that Pasquotank County is one of 34 counties that have received a Presidential Declaration as a result of Hurricane Irene. Pasquotank County has received a Category B declaration which was for protective measures. He said this will authorize the county to be reimbursed for anything it did prior to the storm to protect county facilities. He stated that representatives from FEMA were here today and are totaling up the damages to see if Pasquotank County will qualify for reimbursement in other categories including public facilities and debris cleanup. He said debris cleanup is the biggest ongoing issue right now. He explained that in Pasquotank County the threshold to receive FEMA assistance for public facilities is \$133,000 which includes all public agencies in the entire county, including the city, school system, university, jail, and hospital. He said this threshold will easily be met because the city had almost \$200,000 in damage mostly to its electrical system. He stated that Commissioners might be questioned regarding individual assistance for people whose homes might have been destroyed or damaged. He said currently only 15 homes in the county received any damage, and only three of those were either destroyed or had major damage. He stated that these homeowners would first file with their insurance companies, and if they are not insured there are loan programs for assistance if the county qualifies for individual assistance. He said at this point, it appears the county will not reach the threshold for individual assistance.

Mr. Keaton explained that a big question right now is what people who live outside of the city should do with debris. He stated that after Hurricane Isabel there was a huge amount of debris all over the county and the county signed a contract with a debris removal company that went around the county and picked up debris. He said the amount of debris from this storm is not nearly enough for the county to activate the debris removal contract which was recently signed. He noted however that DOT had originally said it would pick up debris, but this was not official. He stated that the contract has not been signed to allow DOT to pick up debris, and if it is signed, it may be some time before it is done so the debris can be picked up. He said in some neighborhoods such as Pine Lakes and Forest Park the residents heard that DOT would pick up the storm debris and they have piled significant amounts on the roadsides. He stated that in most

areas it seems that the residents are taking their debris to the landfill. He added that county staff are telling callers that the county will not be picking up storm debris and encouraging them to take it to the landfill or convenience centers. If the residents place their debris on the roadside for DOT to pick up, they need to be prepared for it to sit on the roadside for quite awhile. Mr. Keaton added that the City of Elizabeth City has the necessary equipment and will be picking up debris for city residents.

Mr. Keaton presented several pictures showing the area at the landfill where storm debris is being discarded. He said between Sunday, August 28 and Tuesday, August 30 a total of 684 tons of storm debris had been taken in at the landfill by 970 vehicles. He noted that this week the landfill is open from 8:00 AM until 7:00 PM. He also presented pictures of neighborhoods where storm debris had been piled up.

Mr. Keaton explained that in the past the Board has exempted tipping fees for storm-related debris. He asked the Board to consider taking official action to eliminate the tipping fees for LCID material for a certain period of time. He said the vast majority of the debris would not be subject to a tipping fee anyway because it is either coming from the convenience centers, from the city, or is less than 1,000 pounds per load for individuals.

Motion was made by Gary White, seconded by Joe Winslow to waive the landfill tipping fee for storm-related LCID debris for Pasquotank County residents until September 30 with the option to re-address at that time. The motion carried unanimously.

After discussion the Board agreed to take no action on C&D debris at this time and to handle on an individual basis if appeals are filed.

Mr. Keaton stated that he heard a concern about DOT picking up debris on U.S. 17 and chipping it and spraying it over to the edge of the woods. The concern was that the wood chips would clog up the drainage in that area. Mr. Keaton said he went to the area where DOT was working and found that the chips were being sprayed and spread out so that it was not even possible to tell that DOT had been through there. He added that based on what he saw he did not think it would stop up the drainage.

Mr. Keaton noted that flooding was not much of a problem with this storm and some of the areas that would normally flood had very little flooding.

Vice-Chairman Dixon asked what happened to emails from the county during and after the hurricane. Board members stated that they did not receive any communication from the county from Friday afternoon until Monday. Mr. Keaton responded that in preparation of the storm a lot of internet companies shut down their servers. After the storm the county had to reboot its system to get the emails out. He also said that a lot of the emails were sent from the EOC or from his phone and he did not get delivery notices to let him know the emails did not get out. Chairman Griffin stated that he spoke with the IT Director who explained to him that some of the county servers were turned off and the remaining servers were overloaded.

2. CLOSED SESSION TO PRESERVE THE ATTORNEY CLIENT PRIVILEGE:

Chairman Griffin asked for a motion that the Board enter Closed Session to preserve the attorney client privilege.

Motion was made by Joe Winslow, seconded by Cecil Perry 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 Gary White, seconded by Joe Winslow that the Board return to Regular Session. The motion carried unanimously.

Motion was made by Gary White, seconded by Jeff Dixon to adjourn the meeting.
The motion carried unanimously and the meeting was adjourned at 5:45 PM.

CHAIRMAN

CLERK TO THE BOARD

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 6, 2011**

The Pasquotank County Board of Commissioners met today in a regular meeting on Tuesday, September 6, 2011 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Lloyd E. Griffin, III, Chairman
 Jeff Dixon, Vice-Chairman
 Bill Trueblood
 Cecil Perry
 Dr. William R. Sterritt
 Gary G. White
 Joseph S. Winslow, Jr.

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 Lloyd Griffin. Chairman Griffin gave the invocation and led in the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Chairman Griffin asked if there were any amendments to the agenda. It was requested that the following recommendations from the Finance Committee be added to the agenda: 1) Approval of request to fill vacant positions; 2) Approval of Reimbursement Resolution for Sheriff's Department to purchase an additional vehicle; 3) Adoption of Resolution Designating an Official Depository; and 4) Call for public input on grant application for Corps of Engineers planning study for Knobbs Creek.

Motion was made by Jeff Dixon, seconded by Cecil Perry to amend the agenda to add items 1, 2, and 4 to the Consent Agenda, and item 3 to New Business. The motion carried unanimously.

2. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of August 15, 2011 Commissioner Meetings

b. Approval of Tax Releases and Refunds

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

Releases:

| | | County | City |
|----|---------------------------|----------|--------|
| 1. | Xerox Lease Equipment LLC | 621.18 | |
| 2. | Xerox Lease Equipment LLC | 1,158.04 | 868.53 |
| 3. | Ladicon Corp | 54.50 | 40.87 |
| 4. | Virginia Electric & Power | 852.50 | |
| 5. | Daisy's Pet Services | | 138.57 |
| 6. | Matthew Eric Henderson | 174.72 | |
| 7. | CIT Comm Finance Corp | 362.33 | 271.75 |
| 8. | Patrick Martin Hagan | 103.64 | |
| 9. | Gladys G. Gray Lfe Est | 298.46 | 172.05 |

Refund:

| | | | |
|----|---------------------------------|--------|--|
| 1. | Humphries Construction Co. Inc. | 525.92 | |
|----|---------------------------------|--------|--|

Solid Waste Fees:

| Owner's Name | Parcel ID# | Reason for Release |
|--------------|------------|--------------------|
| Mary Brinson | P102B-44 | Vacant |

| | | |
|----------------------------------|-----------|---------------------|
| Debra & Edgar Griffin | P140-79A | Vacant |
| Edward & Jo Ann Jezard Holloman | P142B-58 | Vacant |
| Mildred Cooper Hunt | P98-19 | Vacant |
| Clarence H. Davis Lfe Est | P12A-61 | Vacant |
| Sterling S. & Shirley B. Griffin | P80-84A | Vacant |
| Foreman Mfg Co. Inc. | 32-F-15 | Vacant |
| Larry & Bonnie T. Harris | P132A-215 | House needs repairs |
| William E. & Edla F. Stevens | P88-12 | Vacant-Storage |
| James R. & Carolyn Waters | P36-73 | Vacant |
| Woodyworks LLC | P120-32 | Out of business |
| Queen Esther Baker | P119A-19 | Vacant |

c. Approval of Budget Amendments

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

Friends of the Library

| | | | |
|----------|------------------|---------------------------|-----------|
| Increase | 024.0600.4611.03 | Book Sales | 1,600.00 |
| Increase | 024.0600.4611.04 | Membership Dues | 1,150.00 |
| Increase | 024.0600.4833.00 | Donations | 100.00 |
| Increase | 024.0600.4611.05 | Fundraisers | 700.00 |
| Increase | 024.0500.4831.00 | Interest Earned | 20.00 |
| Increase | 024.0991.4991.00 | Fund Balance Appropriated | 10,379.00 |
| Increase | 024.6110.5232.00 | Library Materials | 1,000.00 |
| Increase | 024.6110.5261.00 | Departmental Supplies | 2,000.00 |
| Increase | 024.6110.5325.00 | Postage | 200.00 |
| Increase | 024.6110.5231.00 | Promotional Materials | 300.00 |
| Increase | 024.6110.5191.00 | Audit | 100.00 |
| Increase | 024.6110.5272.00 | Fundraiser Expenses | 250.00 |
| Increase | 024.6110.5499.00 | Miscellaneous Expense | 50.00 |
| Increase | 024.6110.5500.00 | Capital Outlay | 10,049.00 |

Emergency Mgmt

| | | | |
|----------|------------------|---------------------------|----------|
| Increase | 010.0991.4991.00 | Fund Balance Appropriated | 9,716.00 |
| Increase | 010.4330.5636.01 | Additional Funding | 9,716.00 |

d. Appointment to Senior Citizens Advisory Board

The Board Appointments Committee has recommended the appointment of James Robertson to fill one of the vacancies on the Senior Citizens Advisory Board.

e. Request from Board of Education for Approval of Budget Transfer

The Board of Education has requested approval to transfer \$150,879.02 from their current expense fund to their capital outlay budget. They are not requesting additional funds from the county and this does not affect the county's budget appropriations to the Board of Education.

f. Requests to Fill Vacant Positions

The Finance Committee has recommended that the Board authorize the Department of Social Services to fill a vacant income maintenance position in the intake unit to replace an employee who left to go to another county.

The Finance Committee has also recommended that the Board authorize the Library to fill a vacant part-time position.

g. Adoption of Reimbursement Resolution for Purchase of Sheriff's Department Vehicle

The Finance Committee has recommended that the Board adopt the following reimbursement resolution which will allow the Sheriff's Department to purchase and pay for an additional patrol car and finance it later with loan proceeds:

RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE COUNTY OF
PASQUOTANK, NORTH CAROLINA, DECLARING ITS INTENTION TO
REIMBURSE SAID COUNTY FROM THE PROCEEDS OF A TAX-EXEMPT
FINANCING FOR CERTAIN EXPENDITURES IN CONNECTION WITH
ACQUIRING SHERIFF'S DEPARTMENT CARS

WHEREAS, the County of Pasquotank, North Carolina (the "County"), is a political subdivision organized and existing under the laws of the State of North Carolina; and

WHEREAS, the County will pay, after the date hereof, certain expenditures in connection with acquiring Sheriff's Department cars of the County (the "Project"); and

WHEREAS, the Board of Commissioners for the County (the "Board") has determined that certain moneys to be advanced after the date hereof by the County to pay such expenditures (the "Expenditures") are available only for a temporary period and it will be necessary to reimburse the County for the Expenditures from the proceeds of an installment financing pursuant to Section 160A-20 of the North Carolina General Statutes, as amended (the "Tax-exempt Financing");

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. The Board hereby declares the County's intent to reimburse the County with the proceeds of the Tax-exempt Financing for the Expenditures made after the date hereof. The County reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Tax-exempt Financing.

Section 2. Each Expenditure will be (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Tax-exempt Financing, (c) a nonrecurring item that is not customarily payable from current revenues or (d) a grant to a party that is not related to or an agent of the County so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the County.

Section 3. The maximum principal amount of the Tax-exempt Financing expected to be entered into with respect to the Project is \$24,000.

Section 4. The County will make a reimbursement allocation, which is a written allocation by the County that evidences the County's use of proceeds of the Tax-exempt Financing to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain preliminary expenditures, costs of issuance, certain de minimis amounts, expenditures by small issuers (based on the year of entering into a financing and not the year of expenditure) and expenditures for construction projects of at least five years.

Section 5. This resolution shall take effect immediately upon its passage.

ADOPTED the 6th day of September, 2011 by the Pasquotank County Board of Commissioners.

h. Call for Public Hearing on Corps of Engineers Application for a Planning Study for the Knobbs Creek Drainage Basin

The Finance Committee has recommended that the Board schedule a public hearing at the September 19 meeting on whether to move forward with a grant application for a Corps of Engineers planning study for the Knobbs Creek Drainage Basin.

Motion was made by Gary White, seconded by Cecil Perry to approve the consent agenda as amended. The motion carried unanimously.

3. CALL FOR PUBLIC HEARING ON COUNTY REDISTRICTING PLAN:

County Attorney Mike Cox explained that the Board held information sessions on county redistricting in July and August. He said the last time the county redistricted, it hired the law firm Tharrington Smith to assist. He stated that he believes it can be done in-house this time with assistance from the GIS Director. He asked the Board to call for a public hearing on the proposed plan at the September 19 meeting. Following the Board's approval, the plan would be submitted to the Justice Department which has 60 days from the time the plan is submitted to approve the plan. If the Justice Department seeks additional information, the 60 day period would start over again. Filing for county seats will begin in February 2012. The proposed redistricting plan will be available on the county's web site and at the Library. Notice of the public hearing will be published in the newspaper and will be placed on the web site and on Channel 9.

Motion was made by Joe Winslow, seconded by William Sterritt to call for a public hearing on the proposed redistricting plan at the September 19 Commissioner meeting. The motion carried unanimously.

4. ADOPTION OF RESOLUTION DESIGNATING OFFICIAL DEPOSITORY:

The Board considered a resolution designating an official depository that would allow the Finance Officer to invest funds in various financial institutions. Vice-Chairman Dixon noted that he would prefer that Pasquotank County just do business with institutions that have facilities in Pasquotank County. He stated that Towne Bank does not have a building in Pasquotank County and he would suggest that Towne Bank be removed from the listing of financial institutions in the resolution. County Manager Randy Keaton advised that Towne Bank is currently offering the best interest rates and it would benefit Pasquotank County to include them as a depository. After discussion, members of the Board concurred to leave Towne Bank in the list of depositories in the resolution since they are offering the best interest rates and they will eventually be locating in Pasquotank County. The proposed resolution is as follows:

**PASQUOTANK COUNTY
RESOLUTION DESIGNATING AN OFFICIAL DEPOSITORY
POOLING METHOD BANK**

WHEREAS, it is the desire of the Board of Commissioners that all public funds of the County of Pasquotank (hereafter the "County") be deposited in a secure, efficient and effective manner;

WHEREAS, it is the responsibility of the Finance Officer, who is appointed by and serves at the pleasure of the Board of Commissioners to supervise the receipt, custody and disbursement of the public funds of the County;

WHEREAS, the Finance Officer is charged with the investment of idle funds of the County; and

WHEREAS, the official depositories qualified for investment purposes for the County pursuant to G.S. 159-31 are selected to secure its uninsured public deposits under the "Pooling Method", which is a collateral pool under which each public depositor's uninsured deposits are secured with securities held by the State Treasurer's agent in the name of the State Treasurer.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Pasquotank that:

Section 1. The Finance Officer of the County shall be and is hereby authorized to deposit funds of the County for investment of idle funds in Official Depositories in the name and to the credit of the County of Pasquotank.

For the purpose of this resolution the following financial institutions are included as official depositories:

Bank of Hampton Roads (Gateway Bank)
Branch Banking & Trust
First Citizens Bank & Trust Company
First South Bank
RBC Bank (USA)
Select Bank & Trust
Towne Bank
Wachovia Bank, N.A. (Wells Fargo)

Section 2. As required by G.S. 159-25(b), all checks, drafts, or orders of the County drawn against said funds shall be authorized and signed as appropriate by the following (hereinafter the "Authorized Signers"):

a. One of the following officers:

Finance Officer or

County Manager

And countersigned [when the payment amount exceeds \$250][or other amount approved by the Governing Body] by

b. One of the following officers:

Chairman of the Board of Commissioners

Vice Chairman of the Board of Commissioners

The names and signatures of the Authorized Signers shall be duly certified by the Clerk to the Board of Commissioners to the Official Depository as from time to time may be necessary and no check, draft, or order drawn against the Official Depository shall be valid unless so signed or authorized.

Section 3. Upon opening an account with the Official Depository, the Finance Officer must:

- a. Give written instructions that the proceeds from all checks payable to the order of the County shall be deposited to the credit of the County of Pasquotank and that under no circumstance may such an item be converted into cash.
- b. Verify the method currently used by the depository to collateralize the public deposits and stay informed of any change in methods as the result of conversions to a different method or as the result of merger of depositories;
- c. Notify the depository at the time a new deposit account is opened or a certificate of deposit is purchased that the account is a public deposit account subject to the collateralization requirements;
- d. File a "Notification of Public Deposit" (Form INV-91) with each depository and provide a copy to the State Treasurer as of June 30 of each year;
- e. Execute such other forms and documentation with provisions consistent with this resolution as may be reasonably required by the Official Depository to establish the account;
- f. Report the amount of deposits and investments and such other information as may be required on the semi-annual reports on Form LGC 203 required to be filed with the Local Government Commission pursuant to G.S. 159-33; and
- g. Comply with other requirements of law, regulation or sound banking practice and with any requirements described in the State Treasurer's publication, The Collateralization of Public Deposits in North Carolina.

Section 4. Certified copies of this resolution shall be provided to the Official Depository herein designated.

Section 5. This resolution shall take effect immediately upon its passage.

Upon motion of Bill Trueblood, and seconded by Cecil Perry, the foregoing Resolution was passed by the following vote:

Ayes: Commissioners Griffin, Perry, Trueblood, Winslow, Sterritt and White.

Nays: Commissioner Dixon

Abstentions: None

5. WASHINGTON, DC TRIP:

The County Manager advised that he received an email from Jennifer Palestrant, Executive Director of the Chamber of Commerce, regarding the Annual Business Economic Development Summit in Washington, DC September 12-13. He said over the last few years representatives from the city and the county attended the summit, and the Economic Developer and Airport Manager will be attending. He asked if any member of the Board would like to attend the summit. No member of the Board was available to attend and the Board suggested that possibly a member of county staff represent the county at the summit.

6. CONSTITUTION DAY:

The Clerk stated that Mrs. Shirley Spaeth has invited Commissioners to attend the annual Constitution Day celebration on Sunday, September 18 at 3:00 PM at Museum of the Albemarle.

7. SMALL TOWN FORUMS:

Chairman Griffin advised that information has been received from the North Carolina Association of County Commissioners regarding upcoming Governor's Forums on Small Town Competitiveness. The closest forum to Pasquotank County will be held on September 16 in Williamston. He suggested that members of the Board attend this forum if they are available.

8. REPORTS FROM COMMISSIONERS:

Vice-Chairman Dixon asked if anyone has received feedback regarding an email from EPA about an environmental investigation that will take place at the Triangle Pacific Superfund Site. He said this is beginning to raise a lot of questions in the community, especially the Newbegunland Subdivision. The County Manager said this investigation began several years ago and has been dormant for awhile and has most likely moved to the top of the list. Vice-Chairman Dixon added that during the site work for a new building at T-Com, three Civil War cannonballs were found.

Commissioner Bill Trueblood reported that he and Commissioner Cecil Perry recently attended the NCACC Annual Conference in Concord. Commissioner Trueblood said he attended a very informative workshop on revaluations. He noted that counties fear that property values from their last revaluation will drastically change with their next revaluation. He said there is a move afoot by a lot of counties to conduct revaluations sooner than the required eight year cycle. Commissioner Trueblood stated that another topic of interest for county commissioners with whom he spoke at the conference was wind turbines. He said Pamlico County is beginning the process to permit wind turbines and he asked planning staff to send them information regarding Pasquotank County's process. He stated that the conference was outstanding and he would like to see more members of the Board attend these conferences.

Commissioner Cecil Perry said he would echo Commissioner Trueblood's comments. He added that Sandy Duckwall, Chairman of the Camden County Board of Commissioners, was elected as the NCACC District I representative. Commissioner Perry said it was a great conference and he would like to thank the Board for allowing him to attend.

Commissioners Perry and Trueblood presented to the County Manager a framed certificate they accepted on behalf of Pasquotank County at the NCACC Conference for having the lowest number of insurance claims per 100 vehicles among all mid-size county members in the state. Mr. Keaton noted that the county employees who drive county vehicles should be commended for driving safely, thereby avoiding insurance claims.

Chairman Griffin said since the last regular meeting the county was impacted by Hurricane Irene. He stated that the Emergency Operations Center, county staff, and volunteers did an outstanding job and should be commended for the work they did before, during and after the storm. He suggested that a letter to the editor or press release be drafted to thank those involved.

9. COMMENTS FROM KEITH RIVERS, NAACP PRESIDENT:

Chairman Griffin recognized Mr. Keith Rivers, President of the NAACP. Mr. Rivers addressed the Board regarding redistricting. He explained that redistricting is a process that should be transparent from beginning to end. He stated that Pasquotank County's voting districts are set up so as to elect only one African American County Commissioner. He said voting patterns in elections for the Pasquotank County Board of Commissioners are characterized by racially polarized voting which means that candidates of choice of African American voters cannot win elections to the at-large seats. He pointed out that according to the 2010 Census, 37.61% of the total voting age population in Pasquotank County is African American, however African Americans are only able to elect one candidate of choice to the seven member board. He said this means that 37.61% of the population has a voice in selecting only 14.29% of the Board. He stated that it would be possible for African American voters to elect an additional candidate of their choice to the Board of County Commissioners if the method of election were changed to a four-two-one system whereby four members are elected from single member districts; two members are each elected by a combined super district of inside districts and outside districts; and one member is elected at-large by the entire county. He said this method would be fairer to all voters in the county than the current method of election. He stated that the county has not provided citizens with an adequate opportunity to review the proposed redistricting plan for the County Commissioners. Mr. Rivers said he will be sending a copy of his proposal to the members of the Board and he asked that it be considered. He said this would allow minorities the ability to elect a second candidate of their choice. He stated that he believes his plan is a good plan and one that would be beneficial to everyone in the city and the county and he hopes the Board will consider it.

10. CLOSED SESSION TO DISCUSS PERSONNEL MATTER:

Chairman Griffin asked if there was anything further 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 a personnel matter.

Motion was made by Gary White, seconded by Jeff Dixon that the Board enter Closed Session to discuss a personnel matter. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Gary White, seconded by Joe Winslow that the Board return to Regular Session. The motion carried unanimously.

At the absence of further business;

Motion was made by Gary White, seconded by Joe Winslow to adjourn the meeting. The motion carried and the meeting was adjourned at 8:00 PM.

CHAIRMAN

CLERK TO THE BOARD