

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 15, 2003**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, September 15, 2003 in Courtroom C in the Pasquotank County Courthouse.

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

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

The meeting was called to order at 7:00 PM by Chairman Bill Trueblood. Chairman Trueblood called on The Reverend Stanford Jones, Pastor of New Salem Baptist Church, to give the invocation. Vice-Chairman Cecil Perry led in the Pledge of Allegiance to the American Flag.

1. APPROVAL OF MINUTES OF SEPTEMBER 2, 2003 COMMISSIONER MEETING:

The minutes of the September 2, 2003 Commissioner meeting were presented for approval.

Motion was made by John Kitchen, seconded by Cecil Perry to approve the minutes of the September 2, 2003 Commissioner meeting as presented. The motion carried unanimously.

2. AMENDMENTS TO THE AGENDA:

Chairman Trueblood stated that the agenda needs to be amended to include the following recommendations from today's Finance Committee meeting: 1) Declaration of surplus property; 2) Elimination of Senior Planner position and creation of position of Building Inspector Trainee/Code Enforcement Officer; and 3) Subordination of Bunch deed of trust. Assistant County Manager Rodney Bunch requested that the agenda be amended to include consideration of the final plat for a one-lot subdivision on Possum Quarter Road.

Motion was made by Marshall Stevenson, seconded by John Kitchen to approve the amendments to the agenda as presented. The motion carried unanimously.

3. PRESENTATION OF PROCLAMATION FOR CONSTITUTION WEEK:

Chairman Trueblood called on Mrs. Converse, Regent for the Betsy Dowdy Chapter of the Daughters of the American Revolution. He read and then presented to Mrs. Converse the following proclamation declaring September 17-23 as Constitution Week:

**Constitution Week
September 17-23, 2003**

Whereas, September 17, 2003 marks the two hundred sixteenth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

Now Therefore, the Pasquotank County Board of Commissioners does hereby proclaim the week of September 17 through 23 as **Constitution Week** and asks our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the County of Pasquotank to be affixed this 15th day of September of the Year of Our Lord Two Thousand and Three.

Mrs. Converse thanked the Board for declaring Constitution Week. She invited the Board to attend the Constitution Week celebration that has been changed to October 9.

4. ADOPTION OF CITIZENS PARTICIPATION PLAN FOR SCATTERED SITE CDBG PROJECT:

Chairman Trueblood called on Mr. Dick George to explain the Citizens Participation Plan for the 2004 Scattered Site Community Development Block Grant. Mr. George explained that the Community Development Block Grant Program requires that the county adopt a Citizens Participation Plan that outlines the process the county will use to encourage citizens to participate in the program. Two public hearings are required—one before the grant application is submitted and one as the application is submitted. A Citizens Advisory Committee consisting of at least five members must be appointed and the names of these individuals must be listed in the Citizens Participation Plan. The names of the following individuals are included in the plan as the Citizens Advisory Committee: Mr. Cecil Perry, Mrs. Gladys Griffin, Rev. Ernest Cole, Mr. Steve Cox, and Mrs. Hazel Hyder. Mr. George said additional members can be appointed at any time the Board deems necessary. These members will help select the persons who will receive assistance through the Scattered Site grant, will monitor the progress of the program after it gets going, and address any complaints that are received. He stated that the grant is for \$400,000 with half to be spent in the city and half to be spent in the county.

Motion was made by Lloyd Griffin, seconded by Matt Wood to adopt the Citizens Participation Plan for the 2004 Scattered Site CDBG Project. The motion carried unanimously.

5. PUBLIC HEARING ON REZONING REQUEST RR03-05 TO REZONE A 4.25 ACRE PARCEL ON CAMPGROUND ROAD IN NEWLAND TOWNSHIP FROM A-1 TO I-1:

Chairman Trueblood declared the meeting to be a public hearing on Rezoning Request RR03-05 to rezone a 4.25 acre parcel located on the east side of Campground Road from A-1 to I-1. He asked if anyone would care to address the Board regarding the rezoning request.

Chairman Trueblood recognized Ms. Vanessa Costen of 1336 Campground Road. Ms. Costen stated that she is in business for herself, and her mother owns agricultural land that is not earning any money from farming. She said she has worked in construction for 20 years in Virginia and is currently a quality control manager for concrete. She stated she has learned a lot about concrete and wants to put some of that experience to her advantage. Ms. Costen said she would like to rezone her mother's land from agricultural to industrial in order to make small mechanical panels that are five feet by five feet. She provided a site plan showing her plans for the property and the types of products she plans to make. She said she has contacted the South Mills Water System and Albemarle Electric and they indicated that they could serve her business. She had also contacted the Department of Transportation because of concerns voiced during the Planning Board meeting regarding the heavy truck traffic that would result, and DOT said there was no problem with the highway being able to withstand the truck traffic. Ms. Costen asked the Board to approve her rezoning request so that she can start a business that will also be profitable to the area.

Assistant County Manager Rodney Bunch explained that according to the 1996 Land Use Plan, the parcel is classified as "Rural with Services" consisting of areas that are mainly agricultural that have central water with mainly farm residences at densities less than one dwelling unit per acre. He said the property owners in this area received the notifications by mail, notice of the public hearing was also posted on a rezoning sign at the site, and a notice was published in the local newspaper. According to the Pasquotank County Zoning Map the current classification for the 4.25 acres is A-1 which is defined as large, open land areas. The requested zoning classification of I-1 is defined as areas where manufacturing establishments may be developed except those that would be detrimental to adjoining properties. Mr. Bunch pointed out that approval of this request to rezone 4.25 acres out of 40,000 acres in Newland Township that is agricultural would be considered spot zoning. The Board may approve spot zoning, but must establish validity by determining if the rezoning is clearly supported by a reasonable basis. To make this determination Mr. Bunch stated that the following questions must be addressed: 1) Does the property have different physical characteristics that make it especially suitable for the requested rezoning classification? 2) Are there land uses on or in proximity to the site that are different from the uses made of most of the surrounding property? 3) Would the proposed range of newly permissible development be in harmony with the legitimate expectations of the neighbors? In addition, the following four factors must be applied to determine if the spot zoning is reasonable: 1) Size of the tract; 2) Compatibility with plan; 3) Benefits and detriments; and 4) Relationship of uses.

Mr. Bunch stated that the proposed use indicated for the tract is not to be considered by the Board in making its decision because the Board must consider all 70+ uses that are allowed in the I-1 district. The rezoning of the property for a specified use would be considered contract zoning which is illegal. He said the Planning Board reviewed the rezoning request and voted to deny the request because it is not in harmony with the surrounding area and the county's plan for development. After comments and questions from members of the Board;

Motion was made by Hank Krebs, seconded by John Kitchen to deny Rezoning Request RR03-05 based on spot zoning and staff comments. The motion carried by a four to three margin with Commissioners Trueblood, Griffin, Kitchen and Krebs voting in favor of denial, and Commissioners Wood, Perry and Stevenson voting against denial.

6. DECLARATION OF SURPLUS PROPERTY:

The Board considered a recommendation from the Finance Committee to declare old Sheriff's Department weapons as surplus so that they can be sold. Bull-Shooter's Supply has submitted a bid for the surplus weapons and the Sheriff's Department had recommended that county employees first be given the opportunity to purchase the weapons for the amount of the bid submitted by Bull-Shooter's Supply, and any weapons not purchased by county employees would be sold to Bull-Shooter's Supply. The prices quoted were \$325 per weapon for Beretta 92F 9MM, 96F 40 cal., and \$290 per weapon for Sig Arms .380.

Motion was made by Lloyd Griffin, seconded by Hank Krebs to declare old Sheriff's Department weapons as surplus and to allow county employees to purchase the weapons at the same prices quoted by Bull-Shooter's Supply, with any weapons not purchased by county employees to be sold to Bull-Shooter's Supply. The motion carried unanimously.

7. APPROVAL TO CREATE POSITION OF BUILDING INSPECTOR TRAINEE/CODE ENFORCEMENT OFFICER AND TO DELETE THE POSITION OF SENIOR PLANNER:

The Board considered a recommendation from the Finance Committee and Personnel Committee to create the position of Building Inspector Trainee/Code Enforcement Officer and to discontinue advertising for the Senior Planner position.

Motion was made by Lloyd Griffin, seconded by Hank Krebs to approve the creation of the position of Building Inspector Trainee/Code Enforcement Officer and to delete the position of Senior Planner. The motion carried unanimously.

8. SUBORDINATION OF BUNCH DEED OF TRUST:

The Board considered the Finance Committee’s recommendation to subordinate the deed of trust for Joe and Audrey Bunch. County Attorney Mike Cox informed the Board that the Bunch’s have a forgivable deed of trust and the county is the beneficiary of the deed of trust. If the Bunch’s remain on the property for five years the deed of trust is satisfied. The Bunch’s requested the county subordinate its lien so they could refinance their mortgage. Based on Mr. Cox’s advice the Board agreed to subordinate the county’s lien on the condition the Bunch’s pay over to the county the current amount due on the deed of trust. If the Bunch’s remain on the property for the requisite period of time all funds will be returned to the Bunch’s. If the Bunch’s move from the property, however, the funds will be returned to the state based on a pro-rata percentage.

Motion was made by Lloyd Griffin, seconded by Hank Krebs to allow Chairman Trueblood to execute the subordination agreement on behalf of the county as recommended by the Finance Committee. The motion carried unanimously.

9. APPROVAL OF TAX RELEASES:

The Board considered the following tax releases recommended by the Finance Committee:

Releases:

		County	City
1.	Albemarle Regional Cancer Center	3,527.06	2,542.77
2.	Curtis J. Olds	165.55	
3.	D&R Construction Co., Inc.	190.00	
4.	Perry Glass Co., Inc.	177.16	127.72
5.	JoAnn Ray	160.48	120.69
6.	Van Hewes Johnson	152.91	115.24
7.	Shayan Enterprises	274.77	198.09
8.	Waste Industries, Inc.	267.89	
9.	Waste Industries, Inc.	301.39	
10.	Waste Industries, Inc.	301.39	
11.	Mack R. Fletcher III		139.75
12.	Andrew Joseph Pate	144.82	109.41
13.	Addie Mae Sanders Lf Est	345.49	
14.	VZ4 Inc.	1,182.97	852.84
15.	Michael Lykins	197.89	147.66
16.	Mary Elizabeth Reynolds	149.81	113.00
17.	Rafael Mendoza	130.72	99.24
18.	Leonard Karl Hoppe	182.92	136.87
19.	Diane Theresa Johnson		126.95

Motion was made by Hank Krebs, seconded by Cecil Perry to approve the tax releases as recommended. The motion carried unanimously.

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

Releases:

		County	City
1.	Hercules Cole	77.40	60.80
2.	E.T. Hyman Surveying	38.36	32.65
3.	Michael Thomas Redfearn	45.75	37.98
4.	Michael Thomas Redfearn	73.96	58.32
5.	Timothy Edward Shepherd	36.21	
6.	Miles Jessup Brite	6.20	
7.	Matthew Christopher Weatherholt	26.32	
8.	Michael Roy Self	18.06	
9.	Ryan Tyrone Hinton	88.71	63.96
10.	Tony Lester Powell	4.05	
11.	Celestine Gordon Smith	2.06	1.49

12.	Lillie Standley Britt	96.92	
13.	Robert Wilson Overton	12.75	
14.	John Paul Brothers	44.64	
15.	Timothy Keith Spence	25.93	
16.	Peter Thompson Taggett	12.95	9.34
17.	Bradley Donald Kopf	23.13	
18.	Harvey Jackson Hardy, Jr.	19.18	
19.	Clay B. Foreman III	40.42	29.14
20.	Carlton Lerose Cooper	5.21	3.76
21.	Norwood Massey Rich	.86	
22.	Lucy Marinak	8.60	6.20
23.	La'Sha Julette White	10.37	7.48
24.	Richard L. Leary	53.58	
25.	Monica Renee Davis	13.76	
26.	All Investments	14.28	
27.	All Investments		32.71
28.	Tabitha Marie Ingram	25.03	
29.	Patricia Vaughan Bonds	20.21	
30.	Interpath Communications	3.07	2.21
31.	Melvin & Debbie Boyd	90.00	
32.	William Henry Harvey	6.37	4.59
33.	Flora Walker Turner	4.39	3.17
34.	Christopher Love Aydlett	2.58	
35.	William L. & Gloria Steeley	23.22	
36.	Kim Lee Blanford	46.01	
37.	Rene Tetterezina Brooks		39.47
38.	Gloria Sawyer Weeks	39.09	
39.	Elwood Hilts		25.21
40.	Elwood Richard Hilts		13.74

Refunds:

		County	City
1.	Herbert Lee White, Jr.	22.75	

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

OWNERS NAME	PARCEL ID NUMBER	REASON FOR RELEASE
Pearl T. Morris	P122A-86	Unoccupied; needs repairs
Daisy M. King	P64-58	Not habitable; in total disrepair
Daisy M. King	P64-59	Unoccupied since 1996
Vera Marie Moore	15-A-10	Unoccupied for 10 years

10. APPROVAL OF INCREASE IN INSPECTION FEES FOR WATER

DEPARTMENT:

The Board considered a recommendation from the Finance Committee to approve an increase in the inspection fees that are charged by the Water Department for the installation of water mains in subdivisions. The recommendation would change the fee from the current \$3 per lot to 25¢ per foot. This would cover the entire length of the water main including areas that are outside of the subdivision in cases where the developer has to extend a water line to the property.

Motion was made by John Kitchen, seconded by Hank Krebs to approve an increase in the inspection fees charged by the Water Department for the installation of water mains in subdivisions from \$3 per lot to 25¢ per linear foot.

Discussion followed and Commissioner Stevenson stated that he would be in favor of increasing the inspection fee to 50¢ or higher per foot. He said there was discussion in the Finance Committee meeting that some counties charge as much as \$1 per foot. Chairman Trueblood noted that if the Board is to consider a higher fee, the motion on the floor must be defeated.

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

11. APPROVAL OF FINANCE COMMITTEE RECOMMENDATIONS, APPOINTMENT TO ELIZABETH CITY BOARD OF ADJUSTMENT, AND APPROVAL OF AMENDED BYLAWS FOR ELIZABETH CITY-PASQUOTANK COUNTY COMMUNITY RELATIONS COMMISSION:

The Board considered the following items:

a. Declaration of Surplus Property

The Finance Committee has recommended that the Board declare the following vehicles as surplus property so that they can be disposed of:

<u>Sheriff's Department</u>	<u>Weeksville VFD</u>	<u>Drug Task Force</u>
1994 Chevrolet-car parts only	Equipment Van	1994 Nissan
1999 Ford-wrecked		1993 Toyota
1994 Chevrolet		1990 Lincoln
1993 Chevrolet		
1989 Pontiac		
1991 Chevrolet		

The Sheriff's Department vehicles and the Weeksville VFD equipment van would be sold at auction, and the Drug Task Force vehicles would be traded for a newer vehicle.

b. Amendment of Budget for QZAB Project

The Finance Committee has recommended that the Board approve a request by the Board of Education to reallocate \$145,705.31 from QZAB contingency funds to additional renovations in the Sheep-Harney Building. The state has approved the projects that were requested by the Board of Education.

c. Lease Proposal for Probation and Parole

The Finance Committee has recommended that the Board approve a proposal to lease 1,698 square feet of space in the Probation and Parole Building to the State of North Carolina for \$16,980. This would be an extension of an existing lease the county currently has with Probation and Parole.

d. Approval of Budget Amendments

The Finance Committee has recommended that the Board approve the following budget amendments:

DEBT SERVICE

Increase	010.0991.4991.00	Fund Balance Appropriated	26,283.00
Increase	010.9100.5700.15	Meggs-214 N. Elliott Street	26,283.00

FAIRGROUNDS PROJECT/CAP RES

Decrease	021.8200.5960.01	Capital Reserve	25,000.00
Increase	021.8200.5980.23	Transfer to CDBG	25,000.00
Increase	023.0220.4984.21	Transfer from Capital Reserve	25,000.00
Increase	023.4935.5912.00	Acquisition-Local	25,000.00

SCHOOL RESOURCE OFFICER

Increase	010.0600.4950.00	School Security	35,000.00
Increase	010.4315.5121.00	Salaries & Wages	24,000.00
Increase	010.4315.5181.00	FICA	1,840.00
Increase	010.4315.5182.00	Retirement	2,350.00
Increase	010.4315.5183.00	Health Insurance	3,132.00
Increase	010.4315.5212.00	Uniforms	2,178.00
Increase	010.4315.5251.00	Gas & Oil	500.00
Increase	010.4315.5353.00	Maintenance Vehicles	1,000.00

EMERGENCY MANAGEMENT

Increase	010.0230.4433.02	Emergency Management Grant	9,816.00
Increase	010.4330.5500.00	Capital Outlay	7,816.00
Increase	010.4330.5321.00	Telephone	2,000.00

e. Appointment to Elizabeth City Board of Adjustments

The Board considered a recommendation from the Appointments Committee to appoint Mr. Claudie Mackey to the Elizabeth City Board of Adjustments to fill the unexpired term of Mr. Noel Coltrane who resigned due to health reasons.

f. Approval of Amended Bylaws for Elizabeth City-Pasquotank County Community Relations Commission

The Board considered proposed changes in the bylaws for the Elizabeth City-Pasquotank County Community Relations Commission.

Motion was made by Lloyd Griffin, seconded by Hank Krebs to approve items a through f as presented. The motion carried unanimously.

12. APPROVAL OF SUBDIVISION PLATS:

a. Queenswood Subdivision, Phase 4

The Board considered the final plat for Queenswood Subdivision, Phase 4 consisting of 20 lots off Body Road in Mount Hermon Township. The Board approved the preliminary plat on May 19, 2003. Mr. Bunch explained that all infrastructure has been completed with the exception of asphalt paving of the streets and final shoulder grading and seeding. The developer has submitted an irrevocable letter of credit issued by the Bank of America in the amount of \$66,787 to guarantee the remaining improvements and to guarantee maintenance of the streets until accepted by the Department of Transportation. Mr. Bunch advised that all information has been submitted and the plat meets all requirements for final approval.

Motion was made by John Kitchen, seconded by Lloyd Griffin to approve the final plat for Queenswood Subdivision, Phase 4 as submitted. The motion carried unanimously.

b. Pailin Creek Subdivision

The Board reviewed the final plat for Pailin Creek Subdivision consisting of 33 lots off Toxey Road in Nixonton Township. Mr. Bunch stated that the plat received preliminary approval on March 17, 2003. All infrastructure has been completed with the exception of asphalt paving of streets and final shoulder grading and seeding. The developer has submitted two irrevocable letters of credit to guarantee the improvements and to guarantee maintenance of the streets until accepted by the Department of Transportation, an improvement bond in the amount of \$62,400, and a maintenance bond in the amount of \$22,515. Mr. Bunch said all certificates have been signed and the plat meets all requirements for final approval. After discussion regarding drainage;

Motion was made by John Kitchen, seconded by Cecil Perry to approve the final plat for Pailin Creek Subdivision as submitted. The motion carried unanimously.

c. Approval of One-Lot Subdivision on Possum Quarter Road

Planning Director Rodney Bunch presented a request for approval of a one-lot subdivision on Possum Quarter Road on the back side of Horseshoe Acres. Mr. Bunch said no improvements are required for this lot. He noted that the plat does not include the four required certificates, one for the owner to sign, one for the Health Director to sign, one for the Planning Board Chairman to sign, and one for the Chairman of the Board of Commissioners to sign. Mr. Bunch said he has however been given a letter from Health Director Jerry Parks approving the site and indicating that he will sign the plat as soon as the certificate is presented for his signature. He stated that the Board could approve the plat subject to the certificates being added and the plat signed.

Motion was made by John Kitchen, seconded by Cecil Perry to approve the plat for a one-lot subdivision on Possum Quarter Road, conditioned upon the four certificates being added to the plat and signed by the appropriate parties. The motion carried unanimously.

13. POPULATION INFORMATION:

County Manager Randy Keaton explained that Commissioners have been provided information on updated population estimates. He said this year's increase of 788 persons or 2.25% is the

highest percentage increase and the largest total population increase in some time. He added this is significant because this is the information used to distribute some of the state-shared revenues.

14. UPDATE ON HURRICANE ISABEL:

The County Manager provided the Board a copy of the latest advisory on Hurricane Isabel. He stated that on the current track Pasquotank County will see a six to seven foot storm surge along the Albemarle Sound. The area should begin seeing tropical storm force winds about 3:00 to 4:00 AM Thursday, September 18, and hurricane force winds during the late morning or early afternoon hours. Hurricane force winds should continue for six to eight hours. Mr. Keaton stated that each county department has a plan and will be implementing the plans as the hurricane gets closer. He advised that the Emergency Operations Center will probably be activated on Tuesday or Wednesday.

15. REPORTS FROM COUNTY COMMISSIONERS:

Commissioner John Kitchen reported that the Department of Social Services is experiencing major problems with its telephone system. He said the Social Services Board has requested that bids be obtained for replacing the system. He noted that a recommendation will be forthcoming.

Commissioner Hank Krebs asked the status of updating the strategic plan to include the County Manager’s project list. The County Manager said he will have this available for the Board at the next meeting. He stated that the strategic plan is very broad and he understood that the Board would need to refine it to include more specific projects.

Commissioner Krebs asked if Pearson Appraisal Services has provided an estimate on performing a revaluation in four years rather than eight years. The County Manager stated that this information has been requested from Pearson Appraisal Services.

Commissioner Krebs suggested that Planning Director Rodney Bunch attend the next meeting of the Military Base Advisory Committee due to the land use planning issues that will be involved that Mr. Bunch will have to deal with.

Commissioner Krebs stated that a meeting still needs to be scheduled with Senator Basnight and Representative Owens to discuss the sewer line project.

Chairman Trueblood reported that the Land Use Planning Committee met last week with airport and Coast Guard officials to get their input on the Land Use Plan Update.

16. APPOINTMENT OF STANDING COMMITTEES:

Chairman Trueblood stated that he would like to make some revisions in the Board’s standing committees. The membership of the standing committees will now be as follows:

<p><u>Building and Grounds Committee</u> Lloyd Griffin, Chairman Hank Krebs Cecil Perry</p>	<p><u>Board Appointments Committee</u> Marshall Stevenson, Chairman John Kitchen Bill Trueblood</p>
<p><u>Personnel Committee</u> Matt Wood, Chairman Cecil Perry John Kitchen</p>	<p><u>Special Projects Committee</u> Marshall Stevenson, Chairman Lloyd Griffin Hank Krebs</p>
<p><u>Water Committee</u> John Kitchen, Chairman Matt Wood Hank Krebs</p>	<p><u>Finance Committee</u> Matt Wood, Chairman All County Commissioners</p>

17. CLOSED SESSION TO DISCUSS ACQUISITION OF PROPERTY:

Chairman Trueblood 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 a property acquisition matter.

Motion was made by John Kitchen, seconded by Cecil Perry that the Board enter Closed Session to discuss a property acquisition matter. The motion carried unanimously.

Upon the end of Closed Session;

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

18. CHANGE IN DUTIES FOR RODNEY BUNCH:

The Board discussed a proposal to change the duties of Planning Director/Assistant County Manager Rodney Bunch. The County Manager suggested that Mr. Bunch's title be changed to Assistant Manager for Planning & Economic Development and that he be given direct responsibility for economic development activities in the county's Commerce Park.

Motion was made by John Kitchen, seconded by Cecil Perry to change the title of Rodney Bunch's position to Assistant Manager for Planning & Economic Development and that Albemarle Economic Development Commission and Northeast Partnership be notified when potential clients are interested in the Commerce Park that Mr. Bunch is to be included from the beginning to the conclusion of negotiations. The motion carried unanimously.

There being no further business, Chairman Trueblood asked for a motion to adjourn the meeting.

Motion was made by Lloyd Griffin, seconded by Hank Krebs to adjourn the meeting. The motion carried and the meeting was adjourned at 8:50 PM.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 21, 2003**

The Pasquotank County Board of Commissioners met today in an emergency meeting on Sunday, September 21, 2003 in the Pasquotank County Emergency Operations Center at 103 South Road Street, Elizabeth City, North Carolina.

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

MEMBERS ABSENT: Cecil Perry, Vice-Chairman (*out of town*)

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Asst. County Manager/Planning Director
R. Michael Cox, County Attorney
Karen Jennings, Clerk to the Board
County Department Heads

The meeting was called to order at 2:00 PM by Chairman Bill Trueblood. Commissioner Matt Wood opened with a prayer.

Chairman Trueblood expressed his appreciation for the tremendous cooperation provided by all county departments and local agencies during the preparations and aftermath of Hurricane Isabel. He said there is however a long way to go before things can get back to normal.

County Manager Randy Keaton thanked county staff and commended Emergency Management Coordinator Christy Saunders for all of her work and planning. He said the county learned a valuable lesson from Hurricane Floyd four years ago and was better prepared to deal with Hurricane Isabel.

Emergency Management Coordinator Christy Saunders provided an update on storm damage, power outages, and needs. Department heads in attendance provided status reports regarding activities and damage to county facilities.

Members of the Board of Commissioners expressed their thoughts and concerns and thanked everyone for what they have done during this emergency.

During the meeting a report came in from the Elizabeth City Public Works Department that power had been restored to the Courthouse, so county departments will be able to open on Monday.

The meeting was adjourned at 3:45 PM.

CHAIRMAN

CLERK