

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 21, 2009**

The Pasquotank County Board of Commissioners met today in a special meeting on Monday, September 21, 2009 in the Commissioners Board Room in the Pasquotank County Courthouse.

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

MEMBERS ABSENT: Jimmie Harris

OTHERS PRESENT: Randy Keaton, County Manager

Chairman Stevenson called the meeting to order at 3:00 PM. He stated that the purpose of today's meeting is to hold a Closed Session to discuss a personnel matter. He asked for a motion that the Board enter Closed Session.

Motion was made by Bill Trueblood, seconded by Lloyd Griffin that the Board enter Closed Session to discuss a personnel matter. The motion carried.

Upon the end of Closed Session;

Motion was made by Matt Wood, seconded by Cecil Perry that the Board return to Regular Session. The motion carried.

The meeting was adjourned at 4:05 PM.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 21, 2009**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, September 21, 2009 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Marshall H. Stevenson, Jr., Chairman
Lloyd E. Griffin III, Vice-Chairman
Matt Wood
Bill Trueblood
Cecil Perry
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 Marshall Stevenson. The Rev. Charles Foster, Pastor of Holy Trinity Community Church, gave the invocation and Vice-Chairman Lloyd Griffin led in the Pledge of Allegiance to the American Flag.

1. COMMENTS FROM JIMMY BAILEY:

Chairman Stevenson recognized Mr. Jimmy Bailey of 951 Simpson Ditch Road. Mr. Bailey explained that he is 69 years old and recently has seen problems with drainage in his area like never before. He said the main problem appears to be that the big ditch coming from Simpson Ditch Road towards Halls Creek Road fills up. He provided pictures that were taken during the last rain and said that some people in his neighborhood couldn't see how to get out of their driveways because the water was so deep. He said his house is pretty high off the ground and water came almost to his house and went inside his storage shed. He stated that almost everyone in the area had the same problem. Mr. Bailey said he would appreciate the county's help with this drainage problem. Chairman Stevenson advised Mr. Bailey that staff and possibly someone from DOT would go out and look at the ditch and drainage.

2. COMMENTS FROM DOROTHY MOORE:

Chairman Stevenson recognized Ms. Dorothy Moore of 614 Alton Street. Ms. Moore stated that the property next to her house has been abandoned and she believes it is in foreclosure. She said because of the current economy many people are leaving their property or it is going into foreclosure and the grass has gotten totally out of control. She said if she decided to sell her property no one would buy it because of the condition of the property next door. Ms. Moore stated that she understands there is not a code or ordinance to make sure that these types of things are taken care of. She said something needs to be in place so the neighborhood does not go down because there are several properties in her neighborhood that are in foreclosure right now.

Chairman Stevenson advised that the county has sent a letter to the property owners, however if they are being foreclosed on they are probably no longer in the area. He said another letter would probably need to be sent to the bank or to the realtor who is handing the property. He stated that the county currently has no rules or regulations requiring someone to mow their property but is currently looking into it.

Commissioner Wood noted that this is a problem countywide that needs to be addressed, however it is complicated and will take some time to work through.

County Attorney Mike Cox added that the Forest Park Subdivision probably has restrictive covenants which may provide a remedy to the situation.

3. AMENDMENTS TO THE AGENDA:

Chairman Stevenson asked if there were any amendments to the agenda. Commissioner Wood requested that the agenda be amended to add to the consent agenda the following items recommended by the Finance Committee today: 1) Rejection of request from owners of Renaissance Commons for a special payment plan for discovery billing; 2) Approval of request to fill vacant paramedic position at EMS; 3) Approval of request to fill vacant CPS position at the Social Services Department; and 4) Approval of \$100,000 refund to Albemarle Hospital for overpayment of EMS subsidy.

Motion was made by Matt Wood, seconded by Cecil Perry to amend the agenda to add the four items recommended by the Finance Committee to the consent agenda. The motion carried unanimously.

4. RECONSIDERATION OF SOLID WASTE ORDINANCE AMENDMENT:

County Attorney Mike Cox explained that at the August 17, 2009 meeting, the Board approved a change to the Solid Waste Ordinance to state that the current commercial rate would be charged for disposal of garbage at the landfill that did not originate in Pasquotank or Camden Counties rather than double the rate that was in a previous ordinance. Mr. Cox said the previous ordinance had been amended and the wording now needs to be clarified to update some language that is no longer valid. The ordinance amendment would still provide that the current commercial rate would be charged for disposal of garbage that did not originate in Pasquotank or Camden Counties.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to approve an amendment to the Solid Waste Ordinance to clarify wording in the amendment adopted August 17, 2009. The motion carried unanimously.

5. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of September 8 and September 11, 2009 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.	Mark Carlye Berry	120.10	
2.	Wesley R. Maxwell	462.69	
3.	Carleton & Kathleen Shaw	587.88	417.60
4.	Dorothy B. Heckstall	217.58	132.75
5.	Harry Jr. & Genevia Kellogg	308.25	202.50
6.	Jody Allen Kauffman	114.90	
7.	William Edward Percy	120.00	
8.	Sherod L. Spence	120.00	
9.	Swain & Temple Inc.	231.66	
10.	Luther R. Jacobs Etal	120.00	
11.	Monica Lucille Harty	130.13	
12.	Lynn Robin Gaddis	458.64	
13.	City of Elizabeth City	120.00	
14.	Katherine K. Soria	367.09	282.38
15.	Donald Howard Turek	105.55	
16.	John W. Burgess	263.25	202.50
17.	Edith Williams	308.25	
18.	Carden Printing Co.	1,734.24	1,334.03
19.	Benjamin Michael Taylor, Jr.	108.19	93.52
20.	Forest L. Bartlett	1,589.52	1,317.12
21.	Carl R. & Glenna Estus	318.24	
22.	Joshua David Rice	135.37	
23.	David Earl Johnston	229.63	197.88
24.	William Francis Coty, III	106.87	
25.	Robert T. Hoblitzell	118.25	
26.	Scott Edward Ludtman	139.43	119.08
27.	Daniel Michael Serik	120.00	
28.	Standard Tile Inc.	339.89	261.45
29.	TCE Manufacturing		167.81

30.	Lezlee Allene McFadden	116.44	
31.	Kimberly M. Marcin	195.03	164.57
32.	L. & Constance Anderson	239.85	

Refund:

1.	BB&T Equipment Finance Corp.		575.64
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c. Approval of Family Subdivision Request FS 09-11 Consisting of One Lot off of Turnpike Road in Newland Township

Staff has recommended approval of Family Subdivision Request FS 09-11. Earl and Margie Eason are requesting to create a gift lot for a child in accordance with Article 3, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 27.29 feet of road frontage for the proposed parcel is provided onto Turnpike Road. The total lot area proposed is 43,000 square feet for the gift lot and 3.79± acres for the residual tract. The grantors are requesting to give the lot to their son, Earl Eason, Jr. The property owner has provided documentation to show the property has been in continuous ownership for a period of over five years, and documentation has been provided that the plat qualifies as a family subdivision. Albemarle Regional Health Services has evaluated the site and determined that it is suitable for a septic system. Staff has advised that the application meets the minimum requirements for a family subdivision.

d. Rejection of Request from Owners of Renaissance Commons for a Special Payment Plan for Discovery Billing

The Finance Committee has recommended that the Board reject a request from the owners of Renaissance Commons for a special repayment schedule. It was discovered in 2008 that Renaissance Commons was not initially assessed for taxes when it was completed in 2004 and had not been billed for property taxes. It was billed on May 28, 2008 for years 2004, 2005, 2006, 2007 and 2008. The current balance due for the discovery is \$66,793.36.

e. Approval of Request to Fill Vacant EMS Position

The Finance Committee has recommended approval of a request from the EMS Department to fill a vacant paramedic position due to an employee moving from the area.

f. Approval of Request to Fill Vacant Child Protective Service Position

The Finance Committee has recommended approval of a request from the Social Services Department to fill one of two vacant child protective service positions. The other position would remain vacant at this time.

g. Approval for Refund to Albemarle Hospital

The Finance Committee has recommended approval of a refund of \$100,000 to Albemarle Hospital for a portion of its EMS subsidy based on excess EMS revenues.

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

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

Refunds:

		County	City
1.	Teresa Powers Weatherly	50.99	
2.	John Robert Shannon	45.79	
3.	Darral N., Sr. & Takisha V. Locke	60.26	46.35
4.	Darral N., Sr. & Takisha V. Locke	56.65	46.35
5.	Darral N., Sr. & Takisha V. Locke	51.50	42.23
6.	Darral N., Sr. & Takisha V. Locke	49.44	41.20
7.	Karsen Dev Ltd	39.78	

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
James E. Mullen Heirs	31-D-6	Unoccupied since 2006
L.M. & Loyce W. Twiford	43-C-533A, 533B	Unoccupied since December 2006
L.M. & Loyce W. Twiford	48-C-12	Unoccupied since December 2006
L.M. & Loyce W. Twiford	18-H-10	Unoccupied since December 2007
Timothy & Carla DeWald	P12A-31	Never Occupied; not habitable

6. COUNTY MANAGER'S REPORTS:

County Manager Randy Keaton presented for the Board's information a 1926 rendering by Boney Architects of a proposed Pasquotank County Courthouse. He stated that the Board of Commissioners' minutes from 1926 were researched and it was discovered that the Grand Jury recommended that the county build a new courthouse and include a jail in it. Architects submitted renderings of a proposed courthouse and were interviewed. The county actually hired an architect, but after several months decided not to build the courthouse because of the cost.

7. REPORTS FROM COMMISSIONERS:

Commissioner Jeff Dixon referred to a document that he passed out at today's Finance Committee meeting that provided background documentation related to the Social Services Director's request to fill a vacant Child Protective Services position as quickly as possible.

The County Manager noted that the Social Services Director was in attendance at a meeting last week regarding Child Support Enforcement. He said the counties have been working together on this and they have another meeting scheduled in October to meet with private firms and a consulting firm in an effort to determine the best way to proceed. He advised that a report is due to the state in January that will describe the transition process and how the counties plan to take over Child Support Enforcement.

Commissioner Bill Trueblood reported that the Stormwater Committee met last week and discussed concerns from a large number of people who have great concerns regarding stormwater in Pasquotank County. He stated that he is passionate in his belief that the county needs to work toward completing the establishment of drainage basin districts. He said people continuously tell the Commissioners about drainage problems and the county does not have the money to correct the problems unless there is implementation of some type of fee. He added that incidents like Mr. Bailey has spoken about tonight are not going away.

Commissioner Matt Wood reported that he went to Washington, DC last week with the Chamber of Commerce and the Economic Development group. Their task was to try to identify funds to start an A&P program at COA in order to have certified employees available for the companies that are hiring in the Aviation Park. Commissioner Wood said it was thought the state was going to fund this program, but it did not have the funds available. He explained that the group met with four Congressmen and both Senators' staff and also met with several other people. He said they felt this was a very positive trip and they were given several areas to pursue to try to get this program funded.

Commissioner Wood stated that COA has begun a presidential search since President Lynne Bunch will be retiring in March 2010. He said it is a lot of work and a lot of people are engaged in the search, but the process is going well. He stated his goal is to have a president in place by the time President Bunch retires.

Commissioner Cecil Perry reported that the Jail Commission met today and heard that it is anticipated that the new Jail will open in December. He encouraged any Commissioner who has time to take a look at the facility.

Vice-Chairman Lloyd Griffin said he would like to thank Mr. Don McCabe of the Informed Voters League and Keith Rivers of the NAACP who coordinated "*Meet the Candidates*" forums which gave the community an opportunity to see the candidates for City Council and Mayor.

Vice-Chairman Griffin stated that this afternoon he and Economic Developer Wayne Harris met with the Board of Education at DRS to explain to them their role in helping create the workforce that will be needed by the Coast Guard, DRS, the contractors at the Coast Guard Base, and any other aviation industries that come to the community. He said several weeks ago Golden Leaf published a presentation about the need for aviation employees in the state. He noted that in the next five years there will be a need for 4,000 such employees of which 25% are targeted for Pasquotank County. By working with Elizabeth City State University, College of The Albemarle, and now the public schools, it will create a communitywide initiative to develop aviation awareness. Commissioner Wood stated that he would like to commend Vice-Chairman Griffin for his work on the educational component of the aviation park and for his push to get others involved. Commissioner Cecil Perry said he would like to echo Commissioner Wood's comments.

Commissioner Jeff Dixon said at one of the recent candidates' forums, Councilman Stimatz mentioned that the city could cut costs by abandoning cutting grass in the cemeteries. He said Mr. Stimatz stated that there is a state statute that would require counties to take over this grass-cutting. He asked if this is correct. The County Manager responded that counties can be responsible for cemeteries out in the county, however he would have to research whether counties would be responsible for those in the incorporated areas.

Chairman Stevenson reported that the Special Projects Committee met on September 16 and discussed several items. He provided a list of the items for the Board to review, reach a consensus on whether there is support to go forward with each, and prioritize the items. If there is a consensus on an item, it would go back to the Special Projects Committee who would work with staff and come back to the full Board with a recommendation. It was suggested by Commissioner Wood that the full Board hold a work session to prioritize the items. In the meantime staff should do more research and be ready to report on each item. The Board agreed to hold a work session some time in October. Staff will coordinate possible meeting dates.

Motion was made by Bill Trueblood, seconded by Cecil Perry to call a special work session of the full Board in order to review and prioritize the list of items developed by the Special Projects Committee to possibly be addressed by the Board. The motion carried unanimously.

County Manager Randy Keaton asked that the Board recess tonight's meeting until Thursday morning at 8:00 AM in order to reconvene to consider a personnel matter.

There being no further business;

Motion was made by Jimmie Harris, seconded by Lloyd Griffin to recess tonight's meeting to be continued at 8:00 AM on September 24, 2009 in the Commissioners Board Room in the Pasquotank County Courthouse. The motion carried unanimously and the meeting was recessed at 7:45 PM.

CHAIRMAN

CLERK

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 24, 2009**

The Pasquotank County Board of Commissioners met today, September 24, 2009 in the Commissioners Board Room in a continuation of the September 21, 2009 regular meeting that was recessed.

MEMBERS PRESENT: Marshall H. Stevenson, Jr., Chairman
Lloyd E. Griffin III, Vice-Chairman
Bill Trueblood
Matt Wood
Cecil Perry

MEMBERS ABSENT: Jimmie Harris (*Due to Illness*)
Jeff Dixon

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 reconvened at 8:08 AM.

1. CLOSED SESSION TO DISCUSS PERSONNEL MATTER:

Chairman Stevenson asked for a motion that the Board enter Closed Session to discuss a personnel matter.

Motion was made by Bill Trueblood, seconded by Cecil Perry that the Board enter Closed Session to discuss a personnel matter. The motion carried.

Upon the end of Closed Session;

Motion was made by Lloyd Griffin, seconded by Bill Trueblood that the Board return to Regular Session. The motion carried.

2. APPOINTMENT OF PATRICE STEWART AS ACTING TAX ADMINISTRATOR:

Motion was made by Cecil Perry, seconded by Matt Wood to appoint Patrice Stewart as Acting Tax Administrator at Grade 30, Step 2 effective October 1, 2009 for a four month period ending January 31, 2010, and to evaluate the position for possible permanent status at the end of January. The motion carried.

3. OLD ELIZABETH CITY MIDDLE SCHOOL:

Chairman Stevenson noted that an editorial recently appeared in *The Daily Advance* regarding the use of the old Elizabeth City Middle School and recommending that a panel be appointed to develop a recommendation for the use of the building. The editorial was chastising the county for not moving forward with a plan for the building. Commissioner Wood said the newspaper has apparently changed its position because it advocated vacating the school to begin with. He stated that the newspaper criticized him when he originally wanted to rehab the school rather than build a new middle school. County Manager Randy Keaton said that proposals have been received from a number of community groups and everyone has been given the opportunity to participate. Chairman Stevenson noted that the Board has an Ad Hoc Middle School Committee which is functioning.

4. BOCCE BALL TOURNAMENT:

Chairman Stevenson stated that the Bocce Ball Tournament will be held on October 3 and he will be out of town. He said he however wants to insure that the county has a team, whether it be Commissioners or staff. The County Manager will check with various departments to try to find some team members.

The County Manager advised that invitations will soon be sent out for the ribbon-cutting and grand opening for the River Road Sports Complex on October 15th. Soccer games will follow the opening ceremony.

There being no further business the meeting was adjourned at 8:50 AM.

CHAIRMAN

CLERK