

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

The Pasquotank County Board of Commissioners met today in a joint meeting with the City Council of Elizabeth City on Monday, October 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  
Sheri Small, Finance Officer  
Karen Jennings, Clerk to the Board

Also present were members of the City Council, the City Manager, City Clerk, City Attorney and several county and city department heads. Chairman Griffin called the meeting to order at 4:00 PM. He called on Elizabeth City Fire Chief Mackey to give the invocation and everyone recited the Pledge of Allegiance to the American Flag.

**1. DISCUSSION ON COMPLETION OF JOINT LAND USE PLAN:**

Assistant County Manager Rodney Bunch explained that the county and the city have been working since 2003 on an Advanced Core Land Use Plan. He said Pasquotank County's current Land Use Plan is a 1996 plan and is 15 years old. He stated that CAMA requires the 20 coastal counties to have a local Land Use Plan that is in accordance with Coastal Resources Commission guidelines. He noted that the plan is very general in nature and it provides a blueprint for growth, economic development, natural resources protection, reduction of storm hazards, and protection of productive resources such as farmland. Mr. Bunch said in January 2003 the Wooten Company was hired to prepare the Land Use Plan. He explained that the Wooten Company did plan submittals and actually submitted plans to the Division of Coastal Management five times. Each time it was approximately 12 months before any feedback was received from the Division of Coastal Management and revisions could be made. In 2009 the Wooten Company submitted its final invoice which the county paid as the lead agency. This was the final payment out of a \$92,000 grant provided by CAMA to do this project. Mr. Bunch advised that in 2010 the county and city planning staff submitted the latest response to comments from the Division of Coastal Management. In September the two Planning Directors, the City Manager and he met with a CAMA Planner and reviewed the plan. She made some verbal comments and informed them that formal comments would follow at a later date. Mr. Bunch said that no comments have been received and no more discussions have been held with the Division of Coastal Management. He stated that staff from the city and the county are asking both boards to move forward to adopt the proposed plan which would then be submitted to CAMA for consideration. He said this will provide a plan that each government can work with. He stated that currently the county has nothing to refer to in reviewing development plans except the 1996 Land Use Plan which is outdated. Mr. Bunch noted that since Pasquotank County is the lead agency on this plan, it will hold a public hearing on the plan as required by CAMA before it can be sent in. City Manager Rich Olson added that a 30 day public notice period is required. He said the City Council will also hold a public hearing on the plan.

Motion was made by Bill Trueblood, seconded by Joe Winslow to move forward with advertising for a public hearing on the Advanced Core Land Use Plan.

Vice-Chairman Jeff Dixon asked if there is anything in this plan that would conflict with what NC-20, of which Pasquotank County is a member, is currently trying to accomplish. Mr. Bunch responded that he is not aware of anything in the plan that would conflict with NC-20.

The motion to call for a public hearing on the Land Use Plan carried unanimously.

The City Council also voted to call for a public hearing on the Land Use Plan.

Councilman Tony Stimatz asked what would happen if the Coastal Resources Commission does not approve the plan that is submitted. Mr. Bunch stated that the county will be adopting this plan, therefore it will be an adopted plan that both governments can use. If the CRC does not approve the plan, they will be sending back information asking that the plan be amended. Councilman Stimatz noted that it may be beneficial for the Mayor, Chairman and the two managers to meet with someone on the CRC to let them know what the city and county are doing.

Commissioner Bill Trueblood stated that he would like to recognize staff's diligence over the past eight years in working on the plan. He stated that he served on the Land Use Planning Committee over the entire eight years and knows how much work went into the plan.

## **2. UPDATE ON ELIZABETH STREET PROJECT:**

Chairman Griffin called on DOT Resident Engineer Randy Midgett to provide an update on the Elizabeth Street construction project and the bridge replacement project.

Mr. Midgett explained that this project underway now with Archer Western Contractors is a \$57 million project which will construct improvements to Elizabeth Street from Road Street to the Camden Causeway Bridge. The westbound bridge span over the Pasquotank River will also be replaced as part of the project.

Mr. Midgett stated that the project is currently in Phase One which began in June and will run until April of 2012. During this first phase they will not be working on Elizabeth Street per se, but will be realigning drainage. They have begun Phase One of the bridge which includes construction of a parallel work bridge. If all goes according to plan, the old structure will be de-energized and will be locked in the open position this Wednesday. Removal of the old bridge will need to be completed by February 2012 due to a spawning fish species from February to June. Phases Two and Three are roadway related and work on these phases will begin next May and run through the following May. During these phases the work on Elizabeth Street will begin and all traffic will be shifted to one side of Elizabeth Street while work is done on the other two lanes, and once one side is completed, traffic will be shifted to the other side. Phases Four and Five will occur from May 2013 to June 2014 and they will be working at the intersection of Road Street and the intersection of Water Street to work on the tie-ins. By the middle of June 2014, it is hoped the westbound bridge will be completed. At that time all of the traffic will be moved from the eastbound bridge to the westbound bridge so that rehabilitation work can be done on the eastbound bridge which should take about 12 months. Mr. Midgett said if all goes as planned the project should be completed by June 2015.

Mr. Midgett listed the upcoming TIP projects that will be let during the next few months in the area. Those in the immediate area to be let include the next section of the Camden Causeway Project in February 2012, and the replacement of the parallel bridges at Knobbs Creek on U.S. 17 in June 2012. Councilman Stimatz said it had previously been asked if the bridges might be elevated somewhat to allow for paddle canoe access. Commissioner Winslow noted that water has stood on the bridges during certain storm events and elevating the bridges would allow the water to drain from the bridges. Mr. Midgett stated that he will review the plans and get back to the County Manager and the City Manager as to whether the plans call for the bridges to be elevated.

When questioned about the current Camden Causeway project, Mr. Midgett said it is expected that the project will be completed during the next week or two.

Mr. Midgett recognized Mr. Matt Wood, newly appointed member of the North Carolina Board of Transportation. Mr. Wood thanked the city and the county for their support which gave him the opportunity to be appointed. He said he is working hard and has a lot to learn. He stated that

although he had nothing to do with it, DOT will be spending quite a bit of money in Pasquotank County over the next few years. He added that hopefully what he learned during his years on the Pasquotank County Board of Commissioners will help him do his job as a member of the Board of Transportation.

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

Assistant County Manager Rodney Bunch reported that he received confirmation from Jason Glazener with the Corps of Engineers that the Corps had its initial meeting on October 13 to discuss the scope of the Knobbs Creek Drainage Study. He advised that they will be meeting again in the near future to prepare a scope and cost estimate for the project. Once that is complete, they will develop a letter of agreement for the project. Mr. Bunch said the county will try to obtain funding from the Division of Water Resources to help pay the local match for the grant which would help both the city and the county. The maximum amount of the local match is \$37,500.

**4. UPDATE ON COSTS RELATED TO HURRICANE IRENE:**

County Manager Randy Keaton provided a breakdown of the preliminary costs related to Hurricane Irene. He said thus far the costs have totaled \$364,554. City Manager Rich Olson detailed the city's costs so far which totaled about \$290,000. Mr. Keaton noted that between the city and the county the overall costs have totaled about \$650,000 for Hurricane Irene which was a relatively small storm.

**5. INVOLUNTARY COMMITMENTS:**

Chairman Griffin asked County Attorney Mike Cox to update the Board on involuntary commitments, a residual item from the last joint meeting. Mr. Cox explained that the statutes are vague as to who has the responsibility for involuntary commitments. He said part of it is very clear and if the person has to be transported out of the county, it is the responsibility of the Sheriff's Department. He stated if a county resident is inside the city, or a city resident is in the county the statutes are vague as to whose responsibility it is to transport the person. Mr. Cox said a meeting of the two managers, the Sheriff, the Police Chief, and the two attorneys was held and he believes the matter has been resolved. An agreement is being finalized and will be moved forward for finalization in the near future.

**6. REPORT FROM CHAIRMAN GRIFFIN:**

Chairman Griffin stated that the Albemarle RPO will hold three TIP prioritization sessions this week. The session which will involve Pasquotank County will be held on November 4 at 10:00 AM at the Albemarle Commission.

Chairman Griffin stated that in the near future the managers will need to get together and discuss the fire and recreation contracts which will expire next year.

Chairman Griffin noted that an item which has not yet been resolved between the city and the county is the request by some members of City Council for interlocal agreements for 911 and Emergency Management. He explained that the County Manager has been serving on a statewide 911 study group to address standards. Mr. Keaton stated that he serves on the funding committee, however there is another committee that is working to establish standards for 911 across the state. This will address staffing, response time, and a whole host of issues to make 911 centers more uniform. Chairman Griffin said this would hopefully address some of the city's concerns. Councilman Stimatz stated that his concern is that there are no contracts for 911 and emergency management, and the city pays out a significant amount of money for these services with no contract. He said an interlocal agreement would be that contract. Chairman Griffin suggested that he, the Mayor, the City Manager, and the County Manager get together and work to try to resolve these issues.

Chairman Griffin explained that the reason he asked to have today's meeting at 4:00 PM is because of budget issues. He added that county and city staff are still downtown at 4:00 PM, and it is easier to plan a meeting when arrangements do not have to be made for an outside meeting facility and a caterer. He suggested that future joint meetings might follow a similar schedule.

**7. COMMENTS FROM COUNTY COMMISSIONERS AND CITY COUNCILORS:**

Councilman Tony Stimatz reported that Main Street Halloween starts at 6:00 PM this evening and will end at 8:30 PM. He said the street barricades will be put up at 5:30.

Commissioner William Sterritt stated that he would like to commend the City Council and staff for their plans to host a Veterans Day ceremony. He said he believes in today's world, it is the right thing to do.

Commissioner Joe Winslow stated that he was very impressed this weekend with the airport renovations and with what was accomplished by the city and county working together. He said the city and county should both be complimented.

Commissioner Bill Trueblood asked the City Public Works Director if he knows what the deficiency rating is for the bridge over Church Street Extended. The City Manager said the city does not have that information because the bridge is not in the city, but is controlled by the Department of Transportation. Commissioner Trueblood asked if anyone knows why the bridge is going to be replaced. DOT Board Member Matt Wood responded that there is a rating system used for bridges and every bridge in the state has to be inspected every two years. He stated that there has been a lot of deferred maintenance with regard to that type of bridge over the past few years. He said a lot of the engineering work has been done, however the actual work will be done some time in the future because DOT will not be able to let contracts on as many projects as are planned. Commissioner Trueblood commented that it is a shame to replace a bridge that might be structurally sound when the money could be used on Main Street Extended. Mr. Wood stated that if a county or municipality do not want a project, he believes DOT will not do it, however that does not mean the funds earmarked for that project would go to another project requested by the local government.

Vice-Chairman Jeff Dixon asked Mr. Wood if the Board of Transportation members still have discretionary funds. Mr. Wood responded that there is no longer any discretionary funding.

County Manager Randy Keaton said he would encourage anyone who has not had an opportunity to attend Fright Nights to do so. He added that several police officers and deputies have volunteered to take part in this event and fundraiser. He said at least 600 people have been in attendance each night.

Councilwoman Jean Baker advised that the largest crowd ever, 1,435 people, participated in Ghost Walk this year. She reported that \$17,000 was grossed over the two nights.

Councilwoman Anita Hummer reminded everyone about the Veteran's Day Ceremony which will take place on November 11 at 9:00 AM. She said the County Commissioners have been invited and Chairman Griffin will be on the program along with the Mayor.

Chairman Griffin welcomed Mayor-elect Joe Peel and Councilman-elect Ray Donnelly to today's meeting.

Chairman Griffin stated that the Board of Commissioners needs to discuss a personnel matter in Closed Session.

City Council adjourned its meeting and its members and staff were excused.

**8. CLOSED SESSION TO DISCUSS A PERSONNEL MATTER:**

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

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

9. **APPROVAL TO ADVERTISE FOR 911 DIRECTOR POSITION:**

Motion was made by Joe Winslow, seconded by William Sterritt to authorize the County Manager to advertise for the position of 911 Director. The motion carried unanimously.

Chairman Griffin asked for a motion to adjourn the meeting.

Motion was made by Jeff Dixon, seconded by Cecil Perry to adjourn the meeting. The motion carried and the meeting was adjourned at 5:05 PM.

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CHAIRMAN

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CLERK TO THE BOARD

**PASQUOTANK COUNTY, NORTH CAROLINA  
NOVEMBER 7, 2011**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, November 7, 2011 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:** Lloyd E. Griffin, III, Chairman (*Arrived at 7:10 PM*)  
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 Vice-Chairman Jeff Dixon who advised that Chairman Lloyd Griffin is en route and should arrive in about ten minutes at which time the meeting will be turned over to him. The Rev. Reggie Ponder, Pastor of Perkins United Methodist Church, gave the invocation and Commissioner Bill Trueblood led in the Pledge of Allegiance to the American Flag.

**1. COMMENTS FROM KEITH RIVERS REGARDING REDISTRICTING:**

Vice-Chairman Dixon recognized Mr. Keith Rivers, President of the Pasquotank County Branch of the NAACP. Mr. Rivers explained that he has been working with the redistricting issue, and the NAACP would like for the county to implement the 4-2-1 plan which is a change. He said he would like to discuss the importance of the 4-2-1 plan and why it is significant for it to be passed at this time. He stated that according to the 2010 Census, 37.61% of the total voting age population in Pasquotank County is black or African American, however African Americans are only able to elect one candidate of choice to a seven-member board which means that 37.61% of the population has a voice in selecting only 14.29% of the Board. He said the current system has been in place for 26 years. He advised 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 the 4-2-1 system. Under this system four members would be elected from single member districts, two members are each elected by a combined super district, and one final member would be elected at-large from the entire county. Mr. Rivers said this system would be fairer to all voters in the county than the current method of election. He stated that to vote against this plan is to vote against progress. He said the 4-2-1 plan is the best method of choice and some on the Board have expressed concerns that under this system a voter can only vote for three candidates as opposed to four candidates under the current system. He stated however that minorities only have a voice in electing one candidate. He noted that concerns have been expressed that under the 4-2-1 system more persons from the city could be elected than from the county, but under the current system it is possible to do the same. Mr. Rivers explained that the NAACP recommends that the 4-2-1 plan be approved by the Board of Commissioners, sent to the Department of Justice for approval and on to the State Legislature for their approval. He said by voting yes to the 4-2-1 plan, the Board will send a message to the county that forward progress has begun. He said to not approve this plan will send a message that the members of the Board say they want change, just not on their watch. He stated if the Board has another method to accomplish this goal, then the NAACP, along with other citizens, is willing to listen. He explained that voting patterns in elections for the Pasquotank County Board of Commissioners are characterized by regularly polarized voting which means that candidates of choice of African American voters cannot win elections to at-large seats on the Board. Mr. Rivers said in 1965 President Lyndon B. Johnson signed a landmark piece of legislation that outlawed discriminatory voting practices that had been responsible for the widespread disenfranchisement of African Americans in the United States. He stated that this legislation

was created to empower all voters, and by voting yes to the 4-2-1 plan the Board can show that it is willing to do the same.

Commissioner Bill Trueblood asked Mr. Rivers to clarify which plan the NAACP is endorsing, the one that combines the two inside districts and the two outside districts to make two super districts, or the one that combines the northern inside and northern outside, and the southern inside and southern outside districts to make two super districts.

Mr. Rivers said of the two super districts one will be a majority county and the other a majority city. He stated what they are endorsing is that one district would be made a minority majority district and they would support any map that would accomplish that goal.

Chairman Griffin joined the meeting during this time and the meeting was turned over to him.

**2. PUBLIC HEARING ON PROPOSED INSTALLMENT FINANCING AGREEMENT IN THE AMOUNT OF \$2,447,000 FOR CONSTRUCTION OF REGIONAL JAIL AND REPLACEMENT OF ROOF ON COUNTY BUILDING:**

The Chairman of the Board of Commissioners for the County of Pasquotank, North Carolina (the "County") announced that this was the hour, day and place fixed for the public hearing for the purpose of considering whether the Board of Commissioners for the County (the "Board of Commissioners") should approve a proposed installment financing agreement and certain related documents pursuant to G.S. §160A-20, as amended, for the purpose of providing funds in an amount not to exceed \$2,447,000, with other available funds, for the construction and other accomplishment of the Project hereunder defined. The County would secure the repayment by it of moneys advanced pursuant to such proposed agreement by granting a security interest in a portion of the Roof Project hereinafter defined constituting a part of the Project and certain related property.

The Project consists of (a) the construction of a new regional jail or confinement facility and related site improvements in the Pasquotank County Commerce Park (the "Jail Project") and (b) the replacement of a roof of a building owned by the County and located at 315 Pritchard Street, Elizabeth City, North Carolina 27909 (the "Roof Project" and, together with the Jail Project, the "Project").

Notice of this public hearing was published in The Daily Advance not less than 10 days before the date of this public hearing.

The County Manager and the Finance Officer of the County then described the Project as currently proposed and the current plan of the County to finance a portion of the cost of the Project.

The County Manager and the Finance Officer of the County then presented and described a proposal to finance a portion of the cost of the Project that the County had received from RBC Bank (USA) (the "Bank") in response to the County's request for such a proposal. Such proposal (the "Proposal") appears to meet the County's needs under existing circumstances and constitutes the proposed agreement that is the subject of this public hearing.

The Chairman of the Board of Commissioners then announced that the Board of Commissioners would immediately hear anyone who might wish to be heard on such matter.

No one appeared, either in person or by attorney, to be heard on such matter and the Clerk to the Board of Commissioners announced that no written statement relating to such matter had been received.

Thereupon, upon motion of Commissioner Bill Trueblood, seconded by Commissioner Gary White, the Board of Commissioners determined (a) to proceed with the proposed financing of a portion of the cost of the Project and approve on a preliminary basis the Proposal to finance a portion of the cost of the Project in an amount not to exceed \$2,447,000 substantially as presented and (b) to authorize the County Manager and the Finance Officer of the County to negotiate further with the Bank the terms of the Proposal as they consider to be necessary or advisable and to execute and deliver the Proposal to the Bank at such time as they determine to be appropriate. Such motion was approved by the following vote:

Ayes: Commissioners Lloyd E. Griffin, III, Jeff Dixon, Cecil Perry, Bill Trueblood, Joseph S. Winslow, Jr., William R. Sterritt, and Gary G. White.

Noes: None.

Thereupon, the Chairman of the Board of Commissioners announced that the public hearing was closed.

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County Manager Randy Keaton explained that RBC Bank has offered a rate of 2.58% for a term of ten years. The payment will start at approximately \$303,000 per year and then decline because it is based on equal principle payments. The final payment will be about \$247,000. Mr. Keaton said this will complete the county's portion of the jail project and finance the roof replacement. The security will be on the Marketing Center, where the roof will be replaced, and the adjacent buildings including the Cooperative Extension Building and the former Social Services Building.

**3. PUBLIC HEARING ON PROPOSED INSTALLMENT FINANCING AGREEMENT IN THE AMOUNT OF \$2,000,000 TO FINANCE THE COST OF VARIOUS SCHOOL PROJECTS:**

The Chairman of the Board of Commissioners for the County of Pasquotank, North Carolina (the "County") announced that this was the hour, day and place fixed for the public hearing for the purpose of (a) considering whether the Board of Commissioners for the County (the "Board of Commissioners") should approve a proposed installment financing agreement and certain related documents pursuant to G.S. §160A-20, as amended, for the purpose of providing funds in an amount not to exceed \$2,000,000, with any other available funds, for the construction and other accomplishment of the project hereinafter described (the "Project") and (b) considering whether the County should acquire the fee of any lesser interest in the real and personal property included in the Project, including specifically the site of Northeastern High School and the improvements thereon, for use by Elizabeth City-Pasquotank Public Schools in order to proceed with a plan by the County and The Elizabeth City-Pasquotank Board of Education (the "Board of Education") to finance the cost of the Project. The County would secure the repayment by it of moneys advanced pursuant to such proposed agreement by granting a security interest in a portion of the Project and certain related property.

The Project consists of the replacement of a roof at Northeastern High School, the replacement of the heating, ventilation and air-conditioning systems or equipment at Central Elementary School, H.L. Trigg School, Northeastern High School, Pasquotank Elementary School and River Road Middle School and the resurfacing of the tennis courts and track at Pasquotank County High School.

Notice of this public hearing was published in The Daily Advance not less than 10 days before the date of this public hearing.

The County Manager and the Finance Officer of the County then described the Project as currently proposed and the current plan of the County to finance the cost of the Project. They also explained that such plan to finance the cost of the Project includes the sale by the Board of Education to the County of the fee or any lesser interest in the real and personal property included in the Project, including specifically the site of Northeastern High School and the improvements thereon, for use by the Elizabeth City-Pasquotank Public Schools.

The County Manager and the Finance Officer of the County then presented and described a proposal to finance the cost of the Project that the County had received from Bank of America (the "Bank") in response to the County's request for such a proposal that it had sent to a number of financial institutions. Such proposal (the "Proposal") appears to be the most appropriate of the proposals received by the County to meet its needs under existing circumstances and constitutes the proposed agreement that is the subject of this public hearing.

The Chairman of the Board of Commissioners then announced that the Board of Commissioners would immediately hear anyone who might wish to be heard on such matters.

No one appeared, either in person or by attorney, to be heard on such matters and the Clerk to the Board of Commissioners announced that no written statement relating to such matters had been received.

Thereupon, upon motion of Commissioner Jeff Dixon, seconded by Commissioner Bill Trueblood, the Board of Commissioners determined (a) to proceed with the proposed financing of the cost of the Project and approve on a preliminary basis the Proposal to finance the cost of the Project in an amount not to exceed \$2,000,000 substantially as presented, (b) to authorize the County Manager and the Finance Officer of the County to negotiate further with the Bank the terms of the Proposal as they consider to be necessary or advisable and to execute and deliver the Proposal to the Bank at such time as they determine to be appropriate and (c) to acquire the fee or any lesser interest in the real and personal property included in the Project, including specifically the site of Northeastern High School and the improvements thereon, for use by the Elizabeth City-Pasquotank Public Schools in order to proceed with a plan by the County and the Board of Education to finance the cost of the Project. Such motion was approved by the following vote:

Ayes: Commissioners Lloyd E. Griffin, III, Jeff Dixon, Cecil Perry, Bill Trueblood, Joseph S. Winslow, Jr., William R. Sterritt, and Gary G. White.

Noes: None.

Thereupon, the Chairman of the Board of Commissioners announced that the public hearing was closed.

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Mr. Keaton explained that this is the same financing the county looked at last year and is the Qualified School Construction Bonds. He said this will provide an opportunity for the county to finance the cost of some needed improvements for the school system at a zero percent interest rate. He advised that two proposals were received, one from BB&T, and one from Bank of America. He said Bank of America had the better proposal because it guarantees a zero percent rate. The county will be paying back principle only and the principle will be spread over a fifteen year period at \$133,000 per year. The county will actually be paying the interest and will receive a rebate from the federal government each year equal to the interest amount.

**4. AMENDMENTS TO THE AGENDA:**

Chairman Griffin asked if there were any amendments to the agenda. Vice-Chairman Jeff Dixon requested that the agenda be amended to add the following recommendations from the Finance Committee to the Consent Agenda: 1) Approval of payment of additional invoices from Hobbs Upchurch Associates for the continued development of the Wesley 1 well and the Ownley well; and 2) Approval of compensation for Interim Central Communications Director. Chairman Griffin requested that the payment of invoices from Hobbs Upchurch not be included on the consent agenda but be considered individually.

Motion was made by Jeff Dixon, seconded by Gary White to amend the agenda to include approval of compensation for Interim Central Communications Director to the Consent Agenda, and to add the approval of payment of additional invoices from Hobbs Upchurch Associates to new business. The motion carried unanimously.

**5. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of October 17, 2011 Commissioner Meetings

b. Approval of Tax Releases, Tax Refunds and Solid Waste Fee Releases

The Finance Committee has recommended approval of the following tax releases, refunds and solid waste fee releases:

Releases:

		County	City
1.	Cody Evans Hart	111.80	
2.	Emory W. & Mary Leggitt	424.24	
3.	Vincent V. Sovino	130.86	
4.	Joseph W. Florio	104.67	

Refund:

1.	Timothy B. & Jennifer N. Keller	226.30	169.73
2.	Martha Cox Truesdell	288.00	
3.	Jeffrey D. & Tracie Simpson	292.50	
4.	Jeffrey D. & Tracie Simpson	321.75	
5.	Jeffrey D. & Tracie Simpson	342.23	
6.	Jeffrey D. & Tracie Simpson	353.93	
7.	Jeffrey D. & Tracie Simpson	362.70	

Solid Waste Fees:

Owner's Name	Parcel ID#	Reason for Release
George O. & Margaret M. Halstead	P95-46	Vacant
Julius Johnson Estate	55-F-23-24	House not livable
Winton J. Sawyer Heirs	31-B-9	Vacant
Annie McMurren	58-D-133	House needs repairs
Floyd Eugene Simpson, Jr.	P58-15	Vacant

*c. Approval of Medical Director for Pasquotank-Camden EMS System*

The Albemarle Health Emergency Department physician contract group EmCare has decided to replace Medical Director Dr. Greg Howell with Dr. Samantha Furia. The Pasquotank County Board of Commissioners will need to approve Dr. Furia as his replacement. The recommendation would then be submitted to the North Carolina Office of EMS for final approval.

*d. Approval of Additional Compensation for Interim Central Communications Director*

It had been reported to the Finance Committee that the 911 Director has resigned his position effective November 11, 2011 and EMS Director Jerry Newell has agreed to accept the position of Interim Director effective November 12, 2011 while a search for a permanent director takes place. The Finance Committee has recommended that the Board approve additional compensation of \$975 per month during the interim period which is 25% of the current salary for the 911 Director.

Motion was made by Jeff Dixon, seconded by Joe Winslow to approve the consent agenda as amended. The motion carried unanimously.

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

Releases:

		County	City
1.	Michael E. Christiansen	49.91	
2.	J.W. Farms of NC LLC		48.20
3.	J.W. Farms of NC LLC		75.03
4.	J.W. Farms of NC LLC		30.99
5.	Ralph Hubert Cole, Jr.	18.33	14.09
6.	David Hart Deland	23.23	
7.	Bryan Michael Burhenne	10.59	
8.	Gregory Wayne Sheriff		60.66
9.	Steven Taylor Fink	70.24	58.99
10.	Johnnie Lee Richardson, Jr.	63.16	
11.	Leon Obrian Byrd	88.21	
12.	Joel Sawyer Scott, Jr.	13.46	
13.	Claude Lawrence Cooke	4.77	3.63
14.	Donald Howard Turek	33.58	
15.	Donald Howard Turek	49.55	
16.	Jennifer Rae Derick	13.13	10.09
17.	Brian Fredrick Rozos	18.76	14.42
18.	Charisse Tonette Lynch	60.14	46.22

19.	Marian Elliott Mathews	29.58	22.74
20.	Moses Padgett	5.45	4.19
21.	Norman Dennis Mitchell	19.84	
22.	Sheila Boyd Sylvester	2.84	2.19
23.	Robert Hoblitzell	67.70	
24.	Robert Tolle Hoblitzell	6.90	
25.	Casey Jean Moss	75.93	
26.	Sean Dangelo Mosby	69.21	
27.	Sharon Unger Welsh	36.27	27.88
28.	Angela Nicole Campbell	93.65	76.98
29.	Affordable Lawncare	7.72	5.94
30.	Affordable Lawncare	13.31	10.23
31.	Stephen Edward Sherman	71.27	
32.	Christopher Lynn Pendergrass	14.64	
33.	Shannon Christine Gorham	18.27	14.04
34.	Linda Marshall Triplett	30.25	23.25
35.	Calvin Lee Gutman, Jr.	4.90	
36.	Roman Gabriel Staten	88.81	
37.	Freda McKinney Gallop	14.53	
38.	Janet Lamb Hoggard	31.04	23.85
39.	Phyllis Verneta Hall	6.17	
40.	Thomas Melton Taylor	46.68	
41.	Aimee Fouquette Slaughter	22.39	
42.	Trevor Richard Cave	74.72	
43.	Wendy Faye Cave	29.46	
44.	Jonathan Toby Perry	16.88	
45.	William Earl Carawan, Jr.	3.03	
46.	Gary Cecil Lane, Jr.	10.71	8.23
47.	Michael Erwin Molnar	73.69	
48.	Debbie Jones Skinner	23.78	18.27
49.	Hugh Sena Hassell	27.23	20.93
50.	Jamaal Antonio Bryant	21.42	21.46
51.	Tammy Griffin Paxton	23.72	18.23
52.	Shane Alan Welsh	75.56	
53.	Antonio Lamar Vaughan	5.45	4.19
54.	David Lawrence Winslow	19.30	
55.	Nancy Elaine Parker	47.67	
56.	Richard Charles Albertson	21.48	
57.	William Jacob Amberger II	25.41	24.53
58.	William Jacob Amberger II	18.82	19.46
59.	Michael R. Sarniak, Jr.	82.28	
60.	Virginia Dyer Miles	24.26	
61.	Dennis Earl Meads	38.54	
62.	William Deniesha Wilson	15.37	11.81
63.	James Arias	61.32	46.04
64.	Reynold Wright Barco, Jr.	7.65	
65.	Gertie Sawyer Small	33.52	
66.	Laura Lane Bostillo	5.14	
67.	Donald Lee Perry	1.51	1.16
68.	Victoria Ann Lewis		12.53
69.	Victoria Ann Lewis		26.90
70.	Steven Lloyd Potter	47.61	
71.	Jamicia Tshawn Rice	53.78	
72.	Jamicia Tshawn Rice	63.83	
73.	Jeffrey Ray Hollingsworth	24.56	
74.	Earl Clinton Jackson	8.77	6.74
75.	Benjamin Brosh	5.32	4.09
76.	Bobby Martin, Jr.	28.01	
77.	Tiffany Coburn Kelley	21.57	
78.	Walter Jason Weaver	41.87	
79.	Leverly Cleanell Butts		12.39
80.	Leverly Cleanell Butts		8.91
81.	Nathaniel Anthony Williams, Jr.	25.47	
82.	Emanuel Spellman, Jr.	18.60	
83.	Marieta Wilson Jordan	6.79	

84.	Rebecca Fish Meacham	25.41	24.53
85.	Randy Lee Thornton	13.67	
86.	Collegiate Bound LLC	55.43	
87.	George Thomas Wilkins III	5.46	
88.	Lauffenburger Revocable Living	14.01	
89.	Clay Bertrand Foreman, Jr.	6.14	4.60
90.	Charles Richard Jackson	5.21	4.01
91.	Gary Joseph Siatkowski	41.17	
92.	Burome Vincent Brumfield	35.70	
93.	Burome Vincent Brumfield	51.12	
94.	Joshua Alan Faulkingham	23.84	23.32

**6. ADOPTION OF RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING CONTRACT IN THE AMOUNT OF \$382,000 WITH RBC BANK FOR EQUIPMENT FINANCING:**

County Manager Randy Keaton explained that this resolution authorizes the equipment financing for the Sheriff’s Department equipment, Solid Waste equipment, and some computer equipment. He said this will be a seven-year contract with RBC Bank.

Commissioner Trueblood asked the County Manager to explain what the financial impact on the 2012-13 budget will be as a result of these three financings the Board is considering tonight. Mr. Keaton advised that one financing will drop off the budget this year. The net increase in the budget with the three new financings will be approximately \$340,000 which equates to a one-cent tax increase.

\* \* \* \* \*

Commissioner Griffin introduced the following resolution which was read:

**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING CONTRACT IN THE AMOUNT OF \$382,000.00 WITH RBC BANK (USA) TO FINANCE THE ACQUISITION OF CERTAIN EQUIPMENT FOR USE BY THE COUNTY OF PASQUOTANK, NORTH CAROLINA, AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH**

BE IT RESOLVED by the governing body for the County of Pasquotank , North Carolina (the “Unit”):

Section 1. The governing body of the Unit does hereby find and determine:

- a) The County of Pasquotank proposes the acquisition of certain equipment, which may include fixtures as more fully described in the hereinafter mentioned Contract (collectively, the “Equipment”);
- b) After consideration, the governing body of the Unit has determined that the most advantageous manner of financing thereof is by an installment contract pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended;
- c) Pursuant to Section 160A-20, the Unit is authorized to finance the acquisition of personal property, including fixtures, by installment contracts that create a security interest in the property financed to secure repayment of the financing; and
- d) RBC Bank (USA) (“RBC Bank (USA)”) has proposed that RBC Bank (USA) enter into an Installment Financing Contract with the Unit to finance the Equipment pursuant to which RBC Bank (USA) will lend the Unit then amount of \$382,000.00 (the “Contract”) and a related Escrow Agreement between the Unit and RBC Bank (USA) (the “Escrow Agreement”).

Section 2. The governing body of the Unit hereby authorizes and directs to execute, acknowledge and deliver the Contract and Escrow Agreement on behalf of the Unit in such form

and substance as the person executing and delivering such instruments on behalf of the Unit shall find acceptable. The Clerk is hereby authorized to affix the official seal of the County of Pasquotank to the Contract and the Escrow Agreement and attest the same.

Section 3. The proper officers of the Unit are authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this Resolution and the Contract and the Escrow Agreement.

Section 4. Notwithstanding any provision of the Contract or the Escrow Agreement, no deficiency judgment may be rendered against the Unit in any action for breach of a contractual obligation under the Contract or the Escrow Agreement and the taxing power of the Unit is not and may not be pledged directly or indirectly to secure any moneys due under the Contract, the security provided under the Contract being the sole security for RBC Bank (USA) in such instance.

Section 5. The Unit covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will comply with the requirements of the Internal Revenue Code of 1986, as amended (the "Code") as required so that interest on the Unit's obligations under the Contract will not be included in the gross income of RBC Bank (USA).

Section 6. The Unit hereby represents that it reasonably expects that it, all subordinate entities thereof and all entities issuing obligations on behalf of the Unit will issue in the aggregate less than \$10,000,000 of tax-exempt obligations, including the Contract (not counting private-activity bonds except for qualified 501(c)(3) bonds as defined in the Code) during calendar year 2010. In addition, the Unit hereby designates the Contract and its obligations under the Contract as a "qualified tax-exempt obligation" for the purposes of the Code.

Section 7. This Resolution shall take effect immediately upon its passage.

Upon motion of Commissioner Dixon, seconded by Commissioner Winslow, members of the governing body, the foregoing resolution entitled "**RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT FINANCING CONTRACT IN THE AMOUNT OF \$382,000.00 WITH RBC BANK (USA) TO FINANCE THE ACQUISITION OF CERTAIN EQUIPMENT, AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH**" was passed by the following vote:

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

Nays: None.

PASSED AND ADOPTED this 7th day of November, 2011.

**7. APPROVAL OF EASEMENTS AND RIGHT-OF-ENTRY FOR EAST CAROLINA UNIVERSITY DENTAL CLINIC:**

County Attorney Mike Cox explained that the Board needs to consider four items related to the former Vicki Villa property for ECU's Dental School. He noted that the Board had previously approved the transfer of the property to East Carolina University as well as the restrictions on the property. He said since that time there have been issues regarding access and those issues are ongoing with the City's Technical Review Committee, however he feels the issues are close to being resolved. Mr. Cox stated that the Board tonight needs to approve an easement for ingress and egress to the property. He said on a portion of the proposed access easement there are two underground storage tanks. He said there is also a drainage easement drawn out the back of the property. He stated that ECU has requested a right of entry for work on the associated easements including removal of the underground storage tanks. He explained that last week a statement was received from East Carolina University that they would pay for removal of the two tanks or would pay \$20,000 whichever is less. They would expect the county to be liable for any additional costs. Mr. Cox said he understood through staff correspondence with hospital staff that the hospital had previously agreed to pay for any additional costs, however an agreement would need to be drafted between the hospital and the county regarding those costs. He noted

that the hospital has come forward today and said they will not pay any for tank removal and expect this to be an expense of ECU.

Vice-Chairman Jeff Dixon asked Mr. Cox to clarify why the county would be held liable and not the Hospital Authority. Mr. Cox advised that the county owns the property and since it is leased to the Hospital Authority, the Authority agreed to assume the liability for any environmental matters or remediation that might be necessary.

Mr. Phil Donahue, representing Albemarle Hospital, explained that at the September Board meeting the Hospital Authority approved the hospital handling any environmental remediation that may occur after the tanks are removed. He said the hospital had an understanding with ECU that they would pay for the cost of removing the tanks. He noted that in the latest document from ECU it was capped at \$20,000 and when the presentation was made to the Hospital Authority, that was not part of the motion. The motion was that ECU would remove the tanks and the Hospital Authority would be liable for any remediation. He said everyone feels comfortable that the removal will cost less than \$20,000 and they have a Phase Two environmental report that initially shows there is no indication of contamination of the groundwater or the soil, so they feel there will not be a lot of cost involved. He stated that the Hospital Authority will not meet until next Tuesday and he would request that the Board of Commissioners approve the agreement tonight with the stipulation that this will go back to the Hospital Authority to agree to be responsible for any costs over \$20,000 for removal of the tanks.

Mr. Cox said he would recommend that the Board approve all four items with the agreement being subject to the Hospital Authority approving payment for any cost above \$20,000 for removal of the underground storage tanks.

Commissioner Sterritt asked Mr. Donahue if he said there is no soil contamination at the site. Mr. Donahue said he did not say that, just that soil samples and groundwater samples have been taken and there was no indication that there was any contamination. He stated that these were just preliminary tests and does not necessarily mean that no contamination will be found. He added that those he has spoken to who are familiar with this kind of thing have indicated that it is not very likely that contamination will be found. He noted that any remediation will be the hospital's responsibility. Mr. Donahue said when the Vicki-Villa opened in 1950, it had two gas pumps. He stated that these pumps were not located on the property that is being deeded to ECU, but are on the hospital's property.

Motion was made by Cecil Perry, seconded by Joe Winslow to approve the easement for ingress and egress to the ECU Dental School property according to the map; to approve the drainage easement according to the map; to approve a right of entry for work on the associated easements; and to approve the agreement between the hospital and the county providing for ECU to pay the costs for removal of the underground storage tanks up to \$20,000, the Hospital Authority will be responsible for paying any costs in excess of \$20,000 for removal of the tanks, and the Hospital Authority will be responsible for remediation of any contamination that might be found during removal of the underground storage tanks, subject to approval by the Hospital Authority at its meeting on November 15 to pay any underground storage tank removal costs in excess of \$20,000. The motion carried unanimously.

**8. APPROVAL OF RECOMMENDATION FROM WATER COMMITTEE TO PURCHASE WESLEY WELL SITE AND EASEMENT:**

The Board considered approval of a recommendation from the Water Committee to purchase the Wesley III well site and the associated easement. County Attorney Mike Cox explained that the initial contract was for \$40,000 and the site has had to be expanded due to the need to drill a new well. He said according to the Water Superintendent's calculations the cost per square foot would be 71 cents which make the total cost for the property and the easement \$46,032.

Motion was made by Gary White, seconded by Jeff Dixon to approve the purchase of the Wesley III well site and easement at a cost of \$46,032. The motion carried unanimously.

**9. ADOPTION OF RESOLUTION APPROVING THE REDISTRICTING PLAN AND MAP:**

County Attorney Mike Cox reviewed with the Board a proposed resolution approving the county's redistricting plan and map. GIS Director Julie Stamper said the last time she made a presentation to the Board, the Board voted to move forward with the voting district maps as they had been presented. The Board also agreed to have Tharrington Smith review the plan to ensure there were no problems. Ms. Stamper stated that Tharrington Smith did find a few very minor changes that needed to be made to make the voting districts contiguous. She provided the revised map and said this was a net change of seven people. She provided the population numbers in each of the four current districts as well as the proposed districts, and the breakdown of black and white voting age population. She said the total populations in the districts have to be within five percent of the optimum of 10,165, but when the Department of Justice looks at whether the county will be creating a retrogressive district, it will look at voting age population. Mr. Cox stated that it is the opinion of the attorney with Tharrington Smith that the new maps are not retrogressive and should pass Section 5 pre-clearance.

Ms. Stamper addressed questions from the Board regarding the effect that the prison population has on the numbers. Commissioner Sterritt asked if the prison population would be divided as to how many would be eligible to vote. Ms. Stamper responded that the prison population really does not have any interest in voting in county elections and as soon as they get out of prison they would go back to their home districts.

Commissioner Perry said he has asked the County Attorney if there are other ways to create more minority districts. Ms. Stamper stated that she and the Southern Coalition for Social Justice looked to see if there is a different way to create a minority district and there is no other way because the minority population is so concentrated in the Southern Inside District. Commissioner Perry asked if there is any scenario that will create another minority district. Mr. Cox said it could not be done under the current plan. He noted that the lawsuit and consent order that created a minority district was in the 1980's; the county did not redistrict after the 1990 Census because there were not enough modifications; the county did redistrict and change the lines ten years ago after the 2000 Census. He said the system would have to be changed to create another minority district. He explained that a change would require a vote from the Board, pre-clearance from the Justice Department, a special act from the General Assembly, and an amendment to the consent order from the 1980's. Commissioner Perry asked if this would be too hard to do to give people equality. Ms. Stamper said this probably could not be done in time for the next election.

Commissioner Perry stated that he realizes that every member on the Board should have an opportunity to serve his four-year term, regardless of what is decided. He asked that the Board keep in mind that there have been people who have been under-represented for hundreds of years. He said he thinks it is time for a change because people are not thinking the same way they thought 15 or 20 years ago. He stated that it is certainly worth investigating the possibility of having more than one minority on the Board. He said the only thing he has heard about trying to increase minorities has come from Mr. Rivers, and everything else that he has heard from the Board is about how to defend itself from preventing an increase of minorities on the Board.

Commissioner Sterritt noted that in the last election the Board came within a very small number of votes of electing another minority on the Board of Commissioners and he believes this was significant. Commissioner Perry said the fact is that the minority candidate did not get elected. He stated that there have been four minorities who ran for election who were probably more qualified to serve on the Board of Commissioners than he is and none of them were elected outside of the minority district. He said he does not think a minority almost getting elected is adequate enough to say that everything is fine.

Commissioner Sterritt stated that in response to comments that were made earlier, he is personally offended that the feeling would be that he would only vote for a white person.

Chairman Griffin said since the last meeting when redistricting was discussed he asked the Board of Elections to print out the statistical report from 1986 until now for those who ran for seats on the Board of Commissioners. He stated that the statistical data shows that there were a number of minorities who voted for whites and there were whites who voted for minorities.

Chairman Griffin explained that what Mr. Rivers is proposing is to keep the four districts as they are and to incorporate the Northern Outside and the Southern Outside districts into one super district, and the Northern Inside and the Southern Inside districts into a second super district that would have a minority population of just under 51%. There would also be one at-large seat. He said there are two issues at hand right now, the first being approval of the redistricting plan and maps which would take effect with the 2012 election, and the second being changing the structure of the Board which could probably not occur until the 2014 election. He said the action to change the structure would have to come at a later date because if the Board approves it, it would have to go through the Department of Justice for pre-clearance, legislation would have to be introduced and approved by the General Assembly, and the 1985 consent order would have to be amended.

County Attorney Mike Cox stated that the Board has been provided a draft resolution approving the redistricting plan for consideration. He said the resolution also needs to include the map and a list of the census blocks.

Mr. Keith Rivers asked the Board to consider approving the 4-2-1 plan along with the voting districts tonight.

Motion was made by Bill Trueblood, seconded by Joe Winslow to adopt a resolution approving the redistricting plan and maps for the Pasquotank County election districts as a result of the 2010 Census and to make a Section 5 submittal to the Justice Department.

Discussion followed and Commissioner Perry asked if this is the plan the Board will follow for the next ten years. Mr. Cox said it will be unless the Board votes to change the structure of the Board. He stated the Board could approve this change tonight or could choose to look at it later. He stated that the Board must make a Section 5 submittal and it is in the Board's discretion whether to consider modifying the structure. Commissioner Trueblood explained that he believes the Board will abide by what it is required by law to do tonight and that does not preclude the Board from requesting that any modifications be made. Commissioner Perry stated that he has heard the term "by law" mentioned several times, but he reminded everyone that slavery was by law and was legal at the time, but was not the right thing to do. He asked if it would not be right at this time to look at some ways to move forward with some alternatives because what is currently being done is not working. He stated that it is not proper for only one African American to be on the Board with the population of this community. He said this is his objection to what the Board is doing, but if the Board thinks it is right he is only 14% of the vote and he will exercise his 14%.

The motion to approve the redistricting plan and map as submitted by staff carried by a six to one vote with Commissioner Perry voting against the motion.

Chairman Griffin requested that at the second meeting in January the County Attorney present information on a restructured Board for consideration. Mr. Rivers said if the Board were to approve the 4-2-1 plan tonight, they could still come back in two months and work out the details.

The resolution as adopted is as follows:

**RESOLUTION  
APPROVING THE REDISTRICTING PLAN AND MAP  
FOR PASQUOTANK COUNTY ELECTION DISTRICTS  
FOLLOWING THE 2010 CENSUS**

THAT WHEREAS, the Census of 2010 population figures have shown a significant change in population which creates a substantial inequality of population in the existing election districts throughout Pasquotank County; and

WHEREAS, the federal Voting Rights Act, requires that jurisdictions redraw their election districts to insure that there is not a deviation of more than 10% in the size of the smallest and the largest districts within the county; and

WHEREAS, the election districts in Pasquotank County presently show a deviation of approximately 33%; and

WHEREAS, the Board of Commissioners has studied all of the census figures and the deviations between population sizes in the existing districts and has redrawn election district lines to equalize these changes in population to be in compliance with the federal Voting Rights Act and to insure minority representation; and

WHEREAS, the proposed redistricting plan preserves the preexisting racial balance of the various districts and does not dilute the voting strength of any minority; and

WHEREAS, Pasquotank County is under Section 5 of the Voting Rights Act which requires that all matters effecting elections or voting must be precleared through the U.S. Department of Justice prior to implementation;

THEREFORE, based upon N.C.G.S. 153A-22, the Board of Commissioners hereby approves and adopts the attached redistricting plan (attached hereto as Exhibit 1) and directs staff to promptly file this plan and map for preclearance, under Section 5 of the Voting Rights Act, with the U.S. Department of Justice.

Resolved, approved and adopted this the 7<sup>th</sup> day of November, 2011.

**10. COMMENTS FROM MR. KEM SPENCE:**

Chairman Griffin recognized Mr. Kem Spence, who was recently elected to City Council from the Third Ward. Mr. Spence said his plans are fundamental fairness as he believes in being fair. He stated that he would welcome any information and advice from the members of the Board of Commissioners. The Board congratulated Mr. Spence on his election.

**11. APPROVAL OF PAYMENT OF INVOICES TO HOBBS UPCHURCH ASSOCIATES:**

The Board considered a recommendation from the Finance Committee to approve the payment of additional invoices to Hobbs Upchurch Associates. The first two invoices total \$6,000 and are for additional costs associated with the design and permitting of the Wesley 1 well. The second two invoices total \$29,590 for three months of work related to construction administration services for the Ownley and Wesley wells. Chairman Griffin stated that he has a real problem paying for items that are a result of delays caused by the contractor, so he will be voting against approval of these payments.

Motion was made by Bill Trueblood, seconded by Cecil Perry to approve the payment of invoices totaling \$35,590 to Hobbs Upchurch Associates for additional costs associated with the RO Project. The motion carried by a five to two margin with Commissioners Griffin and Winslow voting against the motion.

**12. SCHEDULE OF WORK SESSION ON HOMELESS SHELTER:**

County Manager Randy Keaton reported that he met with two members of the Homeless Coalition and discussed the overall homeless situation, what the current situation is, and what the needs are. He advised that Amen Ministries is a member of the Homeless Coalition. He said he learned a lot from talking to the Homeless Coalition about the newest homeless shelter, the Garden of Hope. He stated that he believes it would be good for the Board to hear what the coalition does on a regular basis with homeless families and he suggested that a meeting be scheduled with the Homeless Coalition. Chairman Griffin suggested that such a meeting be scheduled on Monday, November 14 at 9:00 AM.

**13. REPORT FROM CLERK:**

The clerk reminded Board Members of the ribbon-cutting ceremony for the new Veterans Clinic which they are invited to attend on Thursday, November 10 at 1:00 PM. She also reminded the Board of Veterans Day services scheduled at 9:00 AM at Mariner's Wharf Park, and at West Lawn Cemetery at 1:00 PM.

**14. REPORTS FROM COMMISSIONERS:**

Commissioner Sterritt reported that the SPCA is moving forward with fundraising to complete renovation of the building they have purchased. He said he believes this will be nice facility for

the animals and staff. He stated that the SPCA has immediate needs at the current shelter for dog food, cat food, litter, and volunteers to walk the dogs.

Commissioner White asked the County Manager to report on today's meeting of the Building & Grounds Committee. Mr. Keaton said the Building & Grounds Committee looked at several items including security issues in the Public Defender's Office and the Clerk of Court's Office. He stated that the Maintenance Director had met with the staff in these departments and came up with a design to put in protection at the counters including bulletproof glass and Kevlar around the outside edges. He said some leftover glass was found at the jail and they will try to re-use it to provide security in both offices. This will cost a total of about \$7,000 in materials. He stated that they also looked at another issue in the Clerk of Court's Office to give them more file storage space. The office has a large area with open files and a proposal has been received from the company that has installed compressed files in other county buildings and they can install a compressed filing system for about \$26,000 in the existing space in the Clerk's Office vault that will give them 75% more file storage space. The existing open files can be relocated to the old Sheriff's Department, where the civil division of the Clerks' Office has moved, to provide more file storage space in that office. Mr. Keaton said all of these projects can be funded with money that is already budgeted in the Court Facilities budget. He advised that the Building & Grounds Committee also looked at Courtroom A and the renovations that are being done in there. He said the lights are being replaced, the carpet will be replaced, and the ceiling will be painted. He added that additional wiring is being done to accommodate power, internet access, and future microphone access for the attorneys' tables, and a future sound system.

**15. RECOMMENDATIONS FROM APPOINTMENTS COMMITTEE:**

Commissioner Perry reported that the Appointments Committee would like to make the following recommendations for appointments to boards and committees:

Board of Adjustment - Recommend the appointment of Dr. Johnnie Houston to replace Tommy Wilkins who has requested that he not be reappointed when his term expires on November 30.

Nursing Home Community Advisory Committee - Recommend the appointment of Ms. Shirley Brown to fill a vacancy.

Motion was made by Gary White, seconded by Joe Winslow to accept the report from the Appointments Committee and move the two recommendations forward to the next agenda for final approval. The motion carried unanimously.

Chairman Griffin asked if there was any further business to come before the Board. There being no further business;

Motion was made by Jeff Dixon, seconded by Gary White to adjourn the meeting. The motion carried and the meeting was adjourned at 8:35 PM.

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CHAIRMAN

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CLERK TO THE BOARD

**PASQUOTANK COUNTY, NORTH CAROLINA  
NOVEMBER 14, 2011**

The Pasquotank County Board of Commissioners met today in a special meeting on Monday, November 14, 2011 in the Commissioners' Board Room 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

The meeting was called to order at 9:00 AM by Chairman Griffin who asked for a motion that the Board enter Closed Session to discuss a personnel matter.

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

Motion was made by Jeff Dixon, seconded by Gary White to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 12:16 PM.

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CHAIRMAN

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CLERK TO THE BOARD