

**PASQUOTANK COUNTY, NORTH CAROLINA
NOVEMBER 17, 2008**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, November 17, 2008 in Courtroom C in the Pasquotank County Courthouse.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Randy Keaton, County Manager
Rodney Bunch, Assistant County Manager
R. Michael Cox, County Attorney
Karen Jennings, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Cecil Perry. Commissioner Matt Wood gave the invocation and Vice-Chairman Marshall Stevenson led in the Pledge of Allegiance to the American Flag. Chairman Perry welcomed everyone present.

1. PUBLIC HEARING ON SUBDIVISION VARIANCE TO CREATE A LOT THAT DOES NOT HAVE A MINIMUM OF 25 FEET OF STATE ROAD FRONTAGE:

Chairman Perry declared the meeting to be a public hearing on Subdivision Variance Request 08-06 by Jonathan White.

Planning Director Shelley Cox explained that this request is for a variance from the family subdivision procedures. She said Jonathan White desires to create a lot that does not meet the minimum 25 feet of state road frontage requirement in the family subdivision provisions. She noted that the parcel to be divided is very irregularly shaped and is approximately 28 acres and has 48 feet of state maintained road frontage on Meadstown Road. The driveway located on the existing road frontage serves several other parcels that are owned by Wayne and Ronnie White that total approximately 100 acres. The proposed lot will be approximately one acre with no state road frontage, and the residual parcel will contain 27± acres. Jonathan White is the son of Ronnie White. The property is zoned A-1 Agricultural. The variance request would allow them to create a lot with no road frontage, however they propose to use the existing access along Meadstown Road. Mrs. Cox stated that a two-inch water line currently runs along the driveway and serves a house located adjacent to the area that Mr. White owns, therefore the property will meet the requirement that it be within 1,000 feet of a public water supply. She said the Planning Board reviewed this request on October 20 and voted to recommend approval of the variance. She said if the variance is approved Mr. White would need some sort of easement. She also said if the variance is approved, he would have to come back to the Board for the family subdivision request and access would be addressed at that time.

Mr. Wayne White pointed out that the property is accessed by a 30 foot rock road which is in better condition than most state maintained unpaved roads. He said if the Board approves the variance, a written easement will be given to Jonathan White to access his property.

Chairman Perry asked if there were any other comments regarding Subdivision Variance Request 08-06. There being no further comments, the public hearing was closed.

Motion was made by Matt Wood, seconded by Bill Trueblood to approve Subdivision Variance Request 08-06 as presented based on the following findings of fact:

1. There are special circumstances or conditions affecting said property such that the strict application of the provisions of the Ordinance would deprive the applicant of reasonable use of his land. *Yes, obviously property owner would have to have access to the lot.*

2. The variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner. *Yes, the two owners want to do this so it's certainly part of what they want to do with their property.*

3. The circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this ordinance. *Yes, the map clearly demonstrates that this is a large piece of property with a very narrow access so there are peculiar aspects to this parcel that make the need for the variance necessary.*

4. The granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which said property is situated. *A house on the proposed lot is certainly not detrimental to the neighborhood because there are similar dwellings in the area.*

The motion carried unanimously.

2. PUBLIC HEARING ON SUBDIVISION TEXT AMENDMENT TO DISALLOW DUPLICATION OF SUBDIVISION NAMES:

Chairman Perry declared the meeting to be a public hearing on Subdivision Text Amendment STA 08-02 which would disallow duplication of subdivision names. Mrs. Cox stated that this subdivision text amendment was prepared as a direct response to the Board's concerns regarding the duplication of subdivision names. She said this discussion was brought up a couple of months ago with the review of the Matthews Estates development. She stated that originally her proposal was to include all of Pasquotank County which includes the City of Elizabeth City and Pasquotank County jurisdictions. Since this amendment went to the Planning Board, she spoke with the EMS Director and he feels that Camden County should also be added to that list because the 911 Center serves both counties. In response to his concerns, she has added Camden County with the proposal. She said the Planning Board reviewed this amendment last month and voted to recommend approval. The proposed amendment is as follows:

**ARTICLE IV
MINIMUM DESIGN STANDARDS**

23. Name Duplication

The name of the subdivision shall not duplicate nor closely approximate the name of an existing subdivision within Pasquotank County or Camden County.

Commissioner Jimmie Harris asked if the ordinance should not also take into consideration the names of subdivisions in Perquimans County. Mrs. Cox said this would only provide that subdivisions in Pasquotank County could not be named the same as one in Pasquotank County or Camden County. EMS Director Jerry Newell noted that the concern is that several organizations in Pasquotank County serve both Camden and Pasquotank. These include the 911 Center, Animal Control, and Pasquotank-Camden EMS. He said the concern for all of these agencies is that if names are duplicated in both counties, it could cause confusion and the appropriate agency may be sent to the wrong area. He stated that since the 911 Center only dispatches for Camden and Pasquotank Counties, and not Perquimans County, Perquimans would not be included in the proposal.

Commissioner Jeff Dixon asked how thorough the subdivision names would be reviewed because in some instances there may not be a complete duplication of names but only a partial duplication. Mrs. Cox said similar subdivision names would be reviewed by the Technical Review Committee which would make a determination as to whether there is a duplication.

Chairman Perry asked if there were any further comments. There being no further comments, the public hearing was closed.

Motion was made by Marshall Stevenson, seconded by Matt Wood to approve Subdivision Text Amendment STA 08-02 as presented. The motion carried by a five to two margin with Commissioners Dixon and Harris voting against the motion.

3. UPDATE ON PROPOSED HOSPITAL AFFILIATION AGREEMENT WITH UNIVERSITY HEALTH SYSTEMS:

Chairman Perry called on Ms. Sharon Tanner, CEO of Albemarle Hospital, to update the Board on the proposed hospital affiliation agreement with University Health Systems. Ms. Tanner introduced Sonja Hibbard, Chair of the Hospital Board; Dr. Dan Terryberry, Member of the Hospital Board; Ray Owings, Chief Financial Officer; and Steve Clark, Chief Information Officer. She said they are here tonight to talk to the Board and answer questions regarding the proposed affiliation between Albemarle Health and University Health Systems.

Ms. Tanner explained that organizations such as Albemarle Health have to rapidly respond to challenges and opportunities in the marketplace as they occur. The ability to fund all of the new technology and the advanced treatment programs dictated by the best practices require the financial resources that today only larger institutions can deploy. She said the ability to continue to deliver quality care is dependent on the ability to recruit and retain quality physicians, nurses, and other clinical professionals; the development of new and improved products and services; the acquisition of new equipment; and the improvement of facilities as the technology standard of care bar is raised. She stated that all operating expenses are increasing, but revenues are not. This is a national trend that has resulted in reduction of services and layoffs across the country, with North Carolina hospitals particularly hard hit because of the level of underinsured and uninsured patients they care for. Ms. Tanner said Albemarle Health has not had to do any of these things. She stated that the demographics and economic realities of our region result in Albemarle Health providing over \$17 million, in excess of 15% of its net revenues, annually in uncompensated care. The increased demands of an aging population with fixed reimbursement will further tax Albemarle Health's ability to meet the region's medical needs if it remains a standalone organization. Ms. Tanner advised that currently just fewer than 70% of Albemarle's reimbursement comes from fixed reimbursement which includes Medicare, Medicaid and self-pay.

Ms. Tanner said when they began studying an affiliation agreement over a year ago, they identified several potential choices as part of their strategic planning process. They could continue to operate as a standalone system; they could affiliate with a Hampton Roads system such as Sentara; or they could affiliate with a North Carolina system like University Health Systems. Ms. Tanner stated that standalone was determined not to be a viable option because as a standalone Albemarle Health would have to concentrate on competing with two billion plus dollar health systems as opposed to focusing efforts on growth. The need to affiliate is a fact of life that is already understood by over 60% of hospitals throughout the country and 80% of hospitals in North Carolina who are now part of a system. Ms. Tanner said they looked specifically at Sentara and University Health Systems as potential partners and after an assessment, a decision was made not to affiliate with Sentara. The reason for this was that Sentara is a Virginia health system and its primary focus would always be on Virginia and not on Northeastern North Carolina. It was determined that there would not be support by North Carolina legislators and regulatory agencies for Albemarle Health affiliating with an out of state health system. Also, affiliating with Sentara would result in University Health Systems having to build a large full-service hospital in Edenton as a defensive measure, thereby increasing competition in the market for Albemarle Health.

Ms. Tanner said they made a determination that University Health Systems is the most viable affiliation partner. UHS is a Northeastern North Carolina system whose sole focus is on Northeastern North Carolina healthcare, and serving the needs of Northeastern North Carolinians. An affiliation with UHS would result in a collaborative rather than a competitive relationship. Ms. Tanner stated that Albemarle Health cannot afford to compete with billion dollar systems which is why it is very important to partner instead of compete. She said University Health Systems has strong political relationships and influence at the state level and has potential access to funding for healthcare initiatives. UHS is familiar with and has experience in North Carolina healthcare reimbursement, regulatory, and other issues. Albemarle Health and UHS also have shared values and a commitment to improve healthcare in Northeastern North Carolina and provide it locally whenever possible. UHS and Albemarle Health share a commitment to serve the economically disadvantaged and the medically

underserved of Northeastern North Carolina and believe they can serve this population better through an affiliation of both organizations. Both UHS and Albemarle Health promote a culture of caring for their employees.

Ms. Tanner said UHS needs a larger facility to allow for regional referrals in Northeastern North Carolina and wants Albemarle Health to fill this role. UHS would establish Albemarle Health as a regional referral center for their Northeastern North Carolina hospitals and would help expand services at Albemarle Hospital to serve the entire region including these smaller hospitals and their patients.

Ms. Tanner stated that Albemarle Health would be able to take advantage of University Health System's supply and service purchasing contracts and their ability to negotiate with insurance companies. By affiliating with UHS, Albemarle would have wider connections with their nursing school and also the UHS academic programs through East Carolina University. In addition, their physician recruitment efforts would be enhanced by greater ability to recruit physician candidates from the Brody School of Medicine residency and fellowship programs.

By affiliating with UHS, Albemarle Health would be in a better position to develop new programs and services and add new technology to better care for the people of Northeastern North Carolina because there would not be competition and redundancy. They would be one of the largest and most-preferred employers in the region. Albemarle Health will continue to provide a source of revenue for Pasquotank County through its annual lease payment and its subsidy of EMS. They would also have a strong, vibrant healthcare delivery system that enables further economic development of the region.

Ms. Tanner said it is critical to note that patients and their physicians will continue to be able to go to Sentara or any other healthcare facility they choose in Hampton Roads, in North Carolina, or elsewhere.

Ms. Tanner explained that Albemarle Health is in the process of negotiating a management agreement with UHS based on the unanimous decision of the Hospital Board of Commissioners. Under this agreement, UHS would manage Albemarle Health through the existing management team. Governance of Albemarle Health would remain with the Albemarle Hospital Authority Board of Commissioners. Both the Albemarle Hospital Authority Board of Commissioners and the Pasquotank County Board of Commissioners will have to approve the management agreement. It is anticipated that the Albemarle Hospital Authority Board of Commissioners will approve a draft management agreement by the first of the year and then submit it to the Pasquotank County Board of Commissioners for review and approval.

Ms. Tanner stated that healthcare has changed considerably over the last ten years and if Albemarle Health does not affiliate, it will have to compete, and cannot compete with University Health Systems if they make Chowan Hospital a full service hospital the size of Albemarle. Over time, Albemarle would stagnate and would not thrive as it currently does. She said they are not recommending selling the hospital, only affiliating.

Commissioner Jimmie Harris said it appears to him that she is planning to sell the hospital and that is not what the citizens of the county want. Ms. Tanner responded that is not the case.

Commissioner Lloyd Griffin asked if Albemarle would get a weighted membership on the board of University Health Systems. Ms. Tanner said the Board for University Health Systems is appointed by ECU and UNC, and Albemarle Health would not get a weighted membership, however the Board of Albemarle Health has asked and it is being considered to have a member from our community sit on the University Health Systems Board to represent the community.

Commissioner Griffin asked how the employees of Albemarle Health would be paid under the management agreement. Ms. Tanner responded that all of the current employees of the hospital would continue to be employees of Albemarle Health except for her and the Chief Financial Officer who would be on University Health System's payroll. She said their salaries and benefits would remain the same and would simply be a pass-thru back to Albemarle Health. She stated that no employees would lose their jobs and there would not be any consolidation of positions. She said the goal of UHS is not to reduce the size of Albemarle Health, but to increase the size and to create more jobs for the community as it grows and becomes more sophisticated.

Commissioner Matt Wood asked how Norfolk Sentara would be affected by this affiliation agreement. Ms. Tanner said Sentara is primarily interested in protecting their referrals and the primary referrals they are interested in protecting are the cardiovascular services. She stated that most of the cardiovascular referrals currently go to Sentara and she does not see that changing much. She said that most people in this community are more comfortable driving to Sentara and it is one of the best heart hospitals in the country. She stated that Pitt has a great heart hospital as well, but it is two hours away. She said most people will continue with whatever physicians they now have for heart services. She added that Albemarle will always be connected with Sentara and will continue to have a good relationship.

Vice-Chairman Marshall Stevenson stated that over the course of the past two years, the Board of Commissioners has been queried twice, the first time to ask if the county would forgive the lease payment, and the second time to ask if the county would forgive the annual EMS payment in return for receiving the hospital's one-half of the proceeds from the Dare County land sale. He said this led him to believe that there are some financial problems at Albemarle Hospital and Ms. Tanner had previously informed him there are not any financial problems. Ms. Tanner said for the record that Albemarle Hospital does not have any financial problems, and their financial records are public. She added that at the end of their fiscal year on September 30, their bottom line was 2.9% which is above the national average of 2.7%.

Ms. Tanner stated that Albemarle Health is a first class facility, has a good bottom line, its quality measures are good, patient satisfaction is high, and employee satisfaction is high.

Vice-Chairman Stevenson asked if the new surgical unit which opened last year is fully staffed. Ms. Tanner said the unit is fully staffed and there is adequate staff to do what needs to be done. She said the vacancy rate among clinical personnel is at a national benchmark level and they currently only have one employee from an outside agency working in the entire hospital. She added that right now there are only four RN positions open. She said they are always looking for new physicians.

Commissioner Trueblood asked if Sentara remains the number one trauma hospital for this area. Ms. Tanner said it is, and because Sentara is closer, that is where most of the trauma emergencies from Albemarle will be flown.

Commissioner Jeff Dixon said he would like to make an observation. He said there are currently eleven hospitals in the UHS network. Six of them are owned hospitals, one is under a management agreement similar to the one Albemarle is looking at, and four are in loose affiliations.

Chairman Perry asked Ms. Tanner to explain the process once the agreement has been drafted. Ms. Tanner stated that once the Hospital Board has approved the language in the management agreement it will then be brought to the Board of Commissioners to evaluate through whatever process or timeframe it chooses. She said at that point, any member of the Hospital Board or hospital management team would be available to answer questions, as would representatives from University Health Systems.

Commissioner Griffin asked what the current occupancy rate is for the hospital. Ms. Tanner stated that target occupancy is 80% and it is currently running at about 55%. She said this can be partly attributed to changes in length of stay and to people postponing going to their doctors and postponing surgery unless it is an emergency. She stated that the hospital has sized down on staff through attrition, but has the ability to flex up if volumes improve. An affiliation with UHS would allow Chowan, Bertie, and Outer Banks hospitals to send patients to Albemarle rather than Pitt which is full. This would help fill beds and create jobs at Albemarle.

Vice-Chairman Stevenson said it is his understanding that when organizations such as UHS enter into a management agreement with another hospital, they generally staff administration with a junior person and that person grows into the job with backup from headquarters. He said in this case Albemarle has top-heavy salaried people who will work for them. He stated that something has to be lost through negotiations if what he is being told is true. Ms. Tanner stated that is not the case and she named administrators from hospitals that are affiliated with UHS that are seasoned administrators. She said they may bring young people in at a number two or three position to groom them for future CEO positions, but the CEO's she knows in the system are all seasoned administrators with many years of experience. She added that the process described by

Commissioner Stevenson takes place in for-profit or community health institutions, with control by corporate headquarters. She said that is what is different about this relationship and they will not be controlled out of corporate. She said their board will continue to have control and authority and the Board of Commissioners will continue to have the control that it now has.

Commissioner Matt Wood stated that he previously served on the Hospital Board and when considering what is currently going on in the business world, he believes the Hospital Board is doing the right thing in looking at what is out there several years down the road. He said he is not necessarily saying that he goes along with what is in the management agreement because he has not seen the agreement, but he believes the Hospital Board is doing the right thing in looking at what might be best for the community in the future.

The Board thanked Ms. Tanner for her time in presenting this information to the Board.

4. REPORT ON MINORITIES IN EMS:

Chairman Perry called on EMS Director Jerry Newell to present a report regarding minorities in EMS. Mr. Newell said during the June 23, 2008 Commissioner meeting, it was asked that he research the breakdown of minorities in the field of emergency medical services. He stated that he would like to share this information with the Board and the public. He said after reviewing data on a national, regional and statewide basis the following information regarding EMS demographics was obtained.

	Nationally 133,526 responses	Statewide 16,852 responses	Locally 59 responses
American Indian or Native American	1.7%	1.3%	0%
Asian	1.7%	0.2%	1.7%
Black or African American	6.0%	5.1%	5.7%
White or Caucasian	83.3%	88.2%	88.1%
Other	7.3%	5.2%	5.7%

Mr. Newell said he also looked at the breakdown of female EMS workers as compared to male EMS workers. Statewide the male to female ratio was almost three to one, while locally the gap is much smaller with a two to one ratio.

Mr. Newell stated in conclusion that it was found that Pasquotank-Camden EMS employment demographics almost mirror national and statewide EMS employment demographics, and in some instances even exceed in the employment of minorities as indicated by the local female workforce outnumbering the statewide EMS female workforce by about 13%.

Commissioner Matt Wood said additional statistics are needed such as the minority breakdown of the people Pasquotank-Camden EMS serves as compared to the state average. He said the concern is that EMS staff, as well as all county staff, look more like the community looks. Mr. Newell stated that he will obtain this information and present it to the Board at a later date.

Chairman Perry stated that there should be an effort to involve everyone in the community in EMS. He suggested that a means of hiring additional minorities should be found.

Commissioner Lloyd Griffin said it appears to him from the statistics that many minorities are in a labor pool that does not want to work for EMS. He asked if there is a statewide program or if some type of concentrated effort might be made locally to encourage recruitment of minorities.

County Manager Randy Keaton stated that this was discussed in more detail by the EMS Board. He said one of the things that should be brought forward is applicant diversity which is the key. He said if there are not enough applicants for any groups, then it makes it much more difficult to find qualified candidates. He stated that one thing EMS has been suffering from locally, statewide and nationally is a lack of applicants in general. He said North Carolina has raised the bar substantially for paramedics who now need 1,000 hours of training instead of the 600 hours they previously needed. He explained that conversely College of The Albemarle tried a few

years ago to start a two-year associates degree program for paramedics and they had to discontinue it due to a lack of interest. He said it is extremely difficult to get people involved because there is such a high bar to obtain a degree. He stated that the key is to get more people to take the classes so they can become certified. He said EMS personnel go to high schools and job fairs to try and encourage people to make this as a career goal. Mr. Keaton stated that information will be brought back to the Board regarding the diversity pool when applications are received, and the demographics of the two counties served by Pasquotank-Camden EMS compared to the state averages.

Commissioner Trueblood asked that Mr. Newell also bring a report to the Board on the educational and training opportunities that are used to help recruit EMS employees. He said everyone needs to understand there is a rigorous long term training process in order to become an EMT. He stated that several years of classroom training along with on the job training is required to become a Paramedic.

Mr. Newell noted that COA is now starting to get back into the emergency medical training program to where more students are starting to come through at all levels of emergency medicine. He said the first class of paramedics came out of the program not long ago which yielded several emergency medical personnel. He stated that they also visit all grade levels in the schools at least yearly in order to be visible.

Commissioner Wood added the being an EMT is not the most financially lucrative field and the personnel do not get paid relative to the work and training requirements. He said someone who wants to get into this field must be especially motivated.

Mr. Keaton noted that the numbers are better than they were a number of years ago. He said at different points in EMS's history there have been practically no minorities in the system. He stated that at the current time, they probably have some of the highest percentages they have ever had.

Dr. Daniel Terryberry, from the Hospital Board, said as a physician, he does not think it matters to anyone receiving care from an EMT whether they are a minority or not. He asked if it is being suggested that the county consider hiring someone based on the color of their skin.

Chairman Perry thanked Mr. Newell for his research and his report to the Board. He said he looks forward to continued research on this matter.

5. PUBLIC HEARING ON PROPOSAL TO REQUEST DEPARTMENT OF TRANSPORTATION TO DEVIATE FROM SECONDARY ROAD PAVING PROJECTS AND SKIP WILLS ROAD, SR 1120, IN PAVING PRIORITY:

Chairman Perry declared the meeting to be a public hearing on a proposal to request the N.C. Department of Transportation to deviate from secondary road paving projects and skip Wills Road, SR 1120, in paving priority. He asked if anyone would care to comment on this proposal. At the absence of comments, the public hearing was closed.

Motion was made by Lloyd Griffin, seconded by Marshall Stevenson to adopt a resolution approving a proposal to request the N.C. Department of Transportation to deviate from secondary road paving projects and skip Wills Road in paving priority.

Discussion followed and Commissioner Dixon asked where the funds that were allocated for Wills Road will go. He said he would like to suggest that they be used to pave Ludford Road. County Manager Randy Keaton said the Department of Transportation would reallocate those funds based on other paving priorities and go to the next road in priority. Commissioner Trueblood said his understanding is that Wills Road is the last road in Pasquotank County on which right of way is available, and right of way is not available on Ludford Road. He said the money allocated for Wills Road will go for road maintenance projects in the county.

Vice-Chairman Stevenson questioned whether it has been clarified that the actual name of the road is Wills Road, because at one time the road was apparently called Willis Road. The Board asked once a determination of the actual road name has been made, that the records reflect the correct name.

The motion carried unanimously.

6. AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. No amendments to the agenda were requested.

7. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of November 3, 2008 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

Releases:

		County	City
1.	Edith H. Winslow	1,012.00	
2.	Ronald James Stevens	166.43	
3.	Justin A. Brown	113.20	
4.	Barbara Smith	120.00	
5.	Lawrence Burdette Crosby	112.40	
6.	Michael V. Mauro	124.58	
7.	Jesse E. Wood	445.50	

Refunds:

1.	Jesse Wood	405.00	
2.	Jesse Wood	388.80	
3.	Edith H. Winslow	920.00	
4.	Edith H. Winslow	883.20	

c. Approval of Amendment to Contract with PHRA for Stormwater Design Manual

The Finance Committee has recommended approval of an amendment to the contract with PHRA in the amount of \$3,948 to complete the stormwater design manual.

d. Approval of Budget Amendment for OLF Expenses

The Finance Committee has recommended approval of the following budget amendment to assist with Camden County's legal expenses related to the outlying landing field:

Decrease	010.6900.5991.00	Contingency	25,000.00
Increase	010.4110.5499.00	Miscellaneous	25,000.00

e. Approval of Resolution for CDBG Signatory Form and Certification

The Board needs to adopt the following resolution authorizing signatory parties for the recently awarded \$120,000 Community Development Block Grant for housing development funds:

WHEREAS, Pasquotank County has been awarded a Community Development Block Grant for Housing Development Funds in the amount of \$120,000 from the North Carolina Department of Commerce Division of Community Assistance to provide funds to support development of River's Edge at Elizabeth Crossing which will provide affordable rental units for the citizens of Pasquotank County; and

WHEREAS, only those persons specifically designated as official signatory parties may sign requisitions for funds from the State for use in this project;

NOW, THEREFORE, BE IT RESOLVED that the Pasquotank County Board of Commissioners designates the following persons as signatory parties for this Community Development Block Grant identified as Grant Number 08-C-1805.

Cecil Perry
Marshall Stevenson
Sheri Small
Randy Keaton

ADOPTED this the 17th day of November, 2008.

f. Approval of Resolution Supporting Funding of Albemarle RC&D

The Board was asked to adopt the following resolution supporting the funding of Albemarle RC&D Council:

WHEREAS, Pasquotank County is located within the geographic service area of Albemarle Resource Conservation & Development (RC&D); and

WHEREAS, Albemarle RC&D plays an important role in protecting the environment in a way that improves the local economy and standard of living in Pasquotank County; and

WHEREAS, the Pasquotank County Board of Commissioners believes that natural resources conservation continues to be of prime importance to Northeast North Carolina; and

WHEREAS, Albemarle RC&D provides technical assistance and project administration for vital resource projects; and

WHEREAS, the lack of adequate Federal funding will cause Albemarle RC&D to no longer have the assistance of a full-time coordinator.

NOW, THEREFORE, BE IT RESOLVED that the Pasquotank County Board of Commissioners encourages and supports any and all efforts to secure adequate Federal funding to fully staff Albemarle RC&D, allowing that organization to continue to serve Pasquotank County and Northeast North Carolina.

ADOPTED this 17th day of November, 2008.

g. Approval of Work First Block Grant Plan for 2009-11

The Board had been provided a copy of the proposed Work First Block Grant Plan for 2009-2011. The Social Services Board has approved the plan and it needs to be approved by the Board of Commissioners before submission to the State.

Commissioner Jeff Dixon said if anyone has any questions about the Work First Plan, he will try to answer them. He said the Social Services Board approved the plan at its meeting today.

h. Approval of Donation of Surplus Stretcher to COA's Nursing Program

The EMS Board has recommended that the Board approve the donation of a surplus Ferno stretcher to College of the Albemarle to be utilized by COA's Nursing Program in order to train up and coming nurses in proper patient moving techniques and proper stretcher lifting mechanics. The stretcher is approximately 20 years old and has a value of approximately \$50 to \$100.

i. Approval of Appointment to Tourism Development Authority

The Appointments Committee has recommended the appointment of Nick Patel to the Tourism Development Authority to fill the unexpired term of James Stewart who has resigned.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to approve the consent agenda as presented. The motion carried unanimously.

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

Refunds:

		County	City
1.	609 LLC	44.00	36.00

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
Nellie Proctor Heirs	P116-11	Unoccupied since 1987
Bertha Hurdle	P143-27A	Unoccupied since 2003

8. APPROVAL OF PERFORMANCE BOND TO COMPLETE PAVING OF STREETS FOR QUEENSWOOD, PHASE 9:

The Board considered a request from the developers of Queenswood Subdivision for an extension of time to complete street improvements in Queenswood, Phase 9, consisting of 41 residential lots. The final plat was approved November 14, 2007 and street improvements were to have been completed prior to November 14, 2008. No construction has begun in Phase 9 and all lots are still in the ownership of Kar-San Development, Ltd. Kar-San has supplied a new estimate to complete the street improvements in Phase 9 for approximately \$100,738.98 and has provided a letter of credit in the amount of \$130,960.68. Staff has recommended approval of a 12 month extension to complete street improvements in Queenswood Subdivision, Phase 9, and has also recommended acceptance of the \$130,960.68 letter of credit guaranteeing the street improvements.

Motion was made by Lloyd Griffin, seconded by Bill Trueblood to approve a 12 month extension until November 14, 2009 to complete street improvements in Queenswood Subdivision, Phase 9, and to accept the \$130,960.68 letter of credit as presented to guarantee the street improvements. The motion carried unanimously.

9. REPORT FROM COUNTY MANAGER:

County Manager Randy Keaton reported on the status of the renovation project at the former Library building. He said he has been meeting with landscape companies today and will be getting proposals for the landscaping. He stated that the City Historic Preservation Commission approved the removal of the magnolia tree which will come down and will be replaced by three smaller trees to balance that side of the building. He said the furniture consultant is compiling a list of the furniture needed. She will be working on the furniture bids and most of it will be purchased on state contract. Mr. Keaton said the contractor is currently installing cabinets and is working on final finishes. He stated that the building should be completed by the middle to the end of December. Staff should be able to move in after the first of the year.

Mr. Keaton reminded members of the Board that the Farm-City Banquet will be held tomorrow night at 7:00 PM at the K.E. White Center.

10. RECOMMENDATIONS FROM APPOINTMENTS COMMITTEE:

Vice-Chairman Marshall Stevenson stated that the Appointments Committee met today and voted to make the following recommendations:

City Recreation Advisory Board – Reappoint Jesse Purkett to an additional term.

Criminal Justice Partnership Advisory Board – Reappoint Marshall Stevenson, Roy Daniels and Kelli Robeson to additional three year terms.

District Jail Commission – Reappoint Cecil Perry and James E. Adams to additional two year terms.

Elizabeth City Area Chamber of Commerce Board of Directors – Reappoint Matt Wood to an additional three year term.

Elizabeth City Planning Board – Reappoint Lena Council to an additional four year term.

EMS Board – Reappoint Bill Trueblood, Jeff Dixon and Dr. Roger D. Gallant to additional two year terms.

Newland Water Management & Watershed Improvement Advisory Board – Reappoint Paul Stallings and Jimmie Harris to additional terms.

Motion was made by Marshall Stevenson, seconded by Lloyd Griffin to make the reappointments as recommended by the Appointments Committee. The motion carried unanimously.

11. REPORTS FROM COMMISSIONERS:

Commissioner Griffin asked if the county has a franchise agreement with Mediport Ambulance Service because he has seen their vehicles in the area. Mr. Keaton responded that the county

does not have an agreement with Mediport. He said franchise agreements regulate point to point in Pasquotank County, however a franchise agreement is not needed to pick up someone from Albemarle Hospital and take them to Norfolk or Greenville or anywhere outside of the county. He stated that the only private ambulance service that has a franchise is Harrell Medical Transport and they do the point to point transfers in Pasquotank County. He said last month Harrell Medical Transport did 450 transfers in Pasquotank County.

Commissioner Dixon reported that the top prospect for the Tourism Director position has declined the position so the TDA will be starting the recruitment process over again.

Chairman Perry said this is his last meeting as Chairman and he would like to thank the Board and the staff for their support and help during his chairmanship. He stated that he hopes everyone will continue to work together with the next Chairman.

12. CLOSED SESSION TO DISCUSS A PERSONNEL MATTER AND TO DISCUSS THE ACQUISITION OF REAL ESTATE:

Chairman Perry asked if there was any further business to come before the Board in Regular Session. There being no further business, he asked for a motion that the Board enter Closed Session to discuss a personnel matter and to discuss the acquisition of real estate.

Motion was made by Matt Wood, seconded by Marshall Stevenson that the Board enter Closed Session to discuss a personnel matter and to discuss the acquisition of real estate. The motion carried unanimously.

Upon the end of Closed Session;

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

There being no further business;

Motion was made by Jimmie Harris, seconded by Lloyd Griffin to adjourn the meeting. The motion carried and the meeting was adjourned at 9:00 PM.

CHAIRMAN

CLERK