

Week of September 14, 2009:

- I am pleased to report that the County has closed on the \$16.5 million loan for the construction of the new Reverse Osmosis Water Plant. The closing took place on Tuesday and the remaining contracts for the project were also signed that day for delivery to the contractors. The entire project is now underway.
- We have had two more meetings this week regarding the transfer of the child support enforcement offices from state operation to county operation. Melissa Stokely and I met with a consulting firm on Monday to discuss services that they are offering to counties for this transition period. They will be submitting a proposal to us which we will bring to the Board for consideration. The services will include helping us to calculate the best option for Pasquotank County in determining how to operate the program. Our options include continuing as a regional program, privatizing, or creating a new division within the Social Services department. We also had another Manager's meeting today with representatives from the State office of Child Support to talk about our options. Melissa also participated in that meeting. Our next meeting will be with at least one of the private companies that have expressed interest in contracting with us.
- We had another pre-bid meeting on Wednesday for C&D and LCID contract that is currently out for bid. We had 4 contractors show up for this meeting compared to previous meetings when only 2 contractors attended. The bid opening is scheduled for September 30th at 11:00 am.
- Randy Cartwright and I met with B.J. Hughes from VICOM on Thursday regarding the phone system for the new jail. The phone system will piggyback on the county's phone system which will allow the sheriff's department to communicate with the jail through dialing extensions rather than outside lines.
- Attached is a report that Bill Stevens, Tax Administrator prepared which shows the amount of taxable property and taxes generated at the Airport Authority. We have had a substantial increase in the last 5 years due to the 2 hangars that have been built by DRS and the increase in planes that are located at the airport. The amount of taxes generated by the Airport Authority have increased from \$14,669 in 2005 to \$182,738 in 2009. This large increase in taxes and taxable property does not include anything from the aviation park which will further increase the tax base in years to come.
- The jail final inspection will begin on Wednesday, September 23rd. Jim Stewart will be here to inspect the project along with county staff.

The following are reports from some of our other departments:

BOARD OF ELECTIONS

One-Stop voting begins Thursday, September 17, 2009, Monday through Friday, 8:00 a.m. to 5:00 p.m. and ends on Saturday, October 3, 2009 at 1:00 p.m. for the 2009 Municipal Election. Saturday, October 3rd is the only Saturday the office will be open for voting. Persons not yet registered to vote, who reside within the city, may register and vote on the same day during the ***One-Stop voting period only***. Persons may ***not*** register and vote on Election Day, October 6, 2009.

Curbside voting is available during One-Stop for those individuals who, due to physical disability or age, are unable to enter the building to vote.

Sample ballots are available in the Elections office and on the county website.

Absentee ballots are available upon written request to any registered voters residing within the city limits. The deadline for requesting an absentee ballot by mail is September 29, 2009. No excuse is needed to vote absentee.

Geographic Information Systems (GIS)

Two high school seniors will be working in our office over the next couple of months to complete their senior projects. One is from Pasquotank High School, one from Camden County High School. I will be talking at Pasquotank High School on Friday to the Earth Science classes about current mapping technology and to the AVID class about GIS as a profession.

PASQUOTANK-CAMDEN LIBRARY

County Employee/Staff Training Opportunities

The Pasquotank-Camden Library invites all county employees to participate in FREE computer training. The library offers a variety of computer classes for everyone; from beginners to advanced computer users.

We are extending a warm welcome to county employees for our first County Employee Training Session, which will be held on Monday, September 21st, from 9:00 am to 10:30 am.

This first class session will cover Microsoft Word 2007; you will learn all about the new look of Word 2007, basic features, creating simple documents, clipart, new exciting features of the program and lots more.

Seating is limited, so if you would like to come to this exciting training opportunity please let us know immediately.

Library Tour

- Thursday, Sept. 10, Beatheia Jackson gave a tour to 40 students from Pasquotank High School

Stats

Sept. 10 – Sept. 16, 2009

Total materials checked out = 3,683

Total Computers checked out = 1,373

Total Patrons visiting the library = 3,580

Average number of patrons per day= 597

Total number of holds processed = 573

Total number of patrons using the Job Search Computer = 20

Total Library Cards Issued = 87

Total Faxes Sent = 38

Total Faxes Received = 19

Register of Deeds office:

Recording fees for Deeds and Deeds of Trust will increase as of October 1. Deeds will increase an additional \$5.00 and Deeds of Trust will increase an additional \$6.00. Hopefully, this will generate a little more money.

Marriage license fees increased to \$60.00 September 1.

With the Real Estate recordings having dropped off dramatically, we have been able to work on some old jobs that we were not able to do before. As of this date, we have scanned 29 years worth of births. We have indexed into the computer 40 years of births. We have also been able to work on some delayed birth certificates that Mr. Spence approved but were not sent into Raleigh for verification until the late 90's. We are each working on something different each day so we will all be cross trained and more knowledgeable about the many different things we do in our office.

The Military Discharge index has been checked and completed on the computer.

The Cancer Society was presented with a check for over \$1,000 as proceeds from the Dollie J. Summerour Retirement Golf Tournament celebrated on May 29.

Dollie was presented with a plaque of the article published in the Daily Advance which had been laminated and preserved for her about her retirement.

Emergency Medical Service

- Providence Volunteer Fire Department (Station 8) and Newland Volunteer Fire Department (Station 9) held a live burn training this past Saturday. One of our EMS Reserve Team Volunteer Paramedics (who is also a Station 8 Firefighter) assisted the fire departments with emergency medical care.
- EMS has begun to receive mass casualty supplies that we secured on a grant this year. We are expecting more to arrive in the upcoming weeks, but this week we received our portable Westcot field beds and disposable linens.
- We are in the process of converting the former Albemarle Health Convalescent vans into state certified EMT-Intermediate ambulances. We have stripped the ambulances and they will be outfitted with emergency lighting and PCEMS lettering within the next two weeks.

Emergency Management

Monday we met with officials from one of the designated Reunification Sites for ECPPS and worked towards finalizing this portion of the ECCPS Critical Incident Response Plan. Multiple locations have been identified throughout the county and pre-planning the set-up and operations at each of these sites is an important step in our schools emergency preparedness planning.

Albemarle Regional Health Services has recently received Pandemic H1N1 funding to purchase Touchless Hand Sanitizing Stations for County/City Buildings and Schools, along with Clorox Wipes to be used in office spaces. We have been working this week to identify the Pasquotank, Camden and Elizabeth City Public Buildings needing Hand Sanitizing Stations as well as the number of stations needed per building.

Personal size Antibacterial Hand Sanitizing Gel has been distributed to county/city law enforcement and EMS personnel to carry in an effort to safeguard them against germs encountered while in the field when normal hand washing procedures are not available.

Pasquotank-Camden Emergency Management recently received one of the 15 Mass Care Support Trailers purchased by North Carolina through U.S Department of Homeland Security grant funds. These trailer units are stocked with equipment to support mass care operations for special needs persons during disasters and emergencies.

We attended a planning meeting today at AHRS that included representatives from area schools, hospitals, law enforcement, EMS and Emergency Management. This was one of several meetings that have been held to discuss vaccine planning issues including prospective sites and potential resource needs.

I attended an Elizabeth City staff meeting Friday morning where I presented information Pasquotank-Camden Emergency Management is gathering regarding Employee Disaster Planning. This plan involves the employee filling out a form identifying their designation as an Essential or Non-Essential Employee, evacuation plans and special needs considerations, etc. It then asks the employee to identify skills and/or interests that might be valuable to the county/city

in the event of a disaster (i.e. CDL (School Bus), Heavy Equipment Operator (OSHA Certified), Skilled Trades Experience, Language, etc.) This information is useful to be able to determine areas of recovery where an employee would be best suited to work if not committed to their regular job. This has already been completed in Camden and is planned for the near future in Pasquotank.

We accompanied representatives of Albemarle Hospital's Incident Command Group on a tour of the hospital's designated Primary Alternate Care Facility. We have also recently identified Secondary Alternate Care Facilities and will be touring these later in the month.

Finance Office

The Finance Office mailed out approximately 1,100 letters to delinquent taxpayers giving them 30 days to pay before sending the debts to the North Carolina Department of Revenue's debt setoff program. Emergency Medical Services collected over \$3,500 in garnishments for the month of August and over \$2,100 for September through today. New bank accounts have been opened to comply with the Water System Revenue Bonds. All necessary funding requirements for these accounts have been completed.

Cooperative Extension:

Agriculture

4 corn yield contest entries for state and national contest where checked with averages of 230 – 240 bushels/ac.

Working on a grant that will help provide funds to purchase a drill that will help with on-farm testing.

Asian Ambrosia Beetle damage was identified to young pecan tress on Body Road. This is a major threat to trees because it introduces Ambrosia Fungus which kills the entire tree.

A disease problem was diagnosed in a soybean field which eased the farmers concerns that he had Asian Soybean Rust which was not the case.

4-H

2 open house programs were presented on 4-H during the week. This is one way of promoting the 4-H program in Pasquotank County.

Teamwork and dealing with others was the topic that was discussed at Girls Inc. for 23 participants

A partnership was formed with the Weeksville AIG teacher to teach 4-H Science Based Curriculum to the students.

A partnership was formed with 3rd grade teachers to teach soil solutions as a 4-H school enrichment program

Curriculum was created to teach home school teens work force preparation and readiness

Family and Consumer Sciences

2 adults were helped with Medicare Part D

3 EFNEP home visits were made and 98 individuals from the Regional Food Bank of the Albemarle were introduced to EFNEP.

EFNEP held classes at NCDC for grades K-2 and again for grades 3 & up.

Weeksville after school has been enrolled in the EFNEP program for the 2009-10 school year.

ECA members made cool wraps that will be sent to our troops.

Attended a community partners event at COA and distributed information on Cooperative Extension.

Other

Interviews were held for potential commissioner's youth council members. All slots are currently filled and the first meeting will be held on Monday, Sept. 21.

On Thursday, a retirement celebration was held for Dr. Wanda Sykes, Northeast District Extension Director in Duplin County. Her last day of work will be Thursday, October 1, 2009.

Volunteer Fire Department Coordinator:

During the month of August departments continued shopping for the best buys in fire equipment to make purchases on the NC State Grant. There were equipment items received which were ordered back as early as July 1st. All equipment must be received before the end of September. Paperwork for the grants must be turned into the state by September 30 to receive the grant money.

Members at Weeksville worked on their new Squad truck moving equipment around to make the best use of the compartment space available. They outfitted the truck to meet the requirements set by the Department of Insurance to obtain the maximum insurance point rating for their department. They also worked during August to prepare for the return inspection of the Department of Insurance which was conducted during the month.

There was air pack testing conducted at Nixonton, Weeksville and Providence during August. The testing needs to be done periodically to make sure air flow is correct, safety mechanisms are working and there are no leaks.

Both Nixonton and Weeksville had annual Hazardous Materials refresher training during the month. The departments on the north side would like to conduct a complete new Hazardous Materials training class later due to their newer members.

I attended a meeting of the Local Emergency Planning Committee and I attended business meetings at both Weeksville and Nixonton.

The month of August this year has been unusual with quite a bit of rain and some hot days. The combination seems to have reduced the number of incidents for the month as you will see. Here is the summary of the incidents the departments responded to and training hours for the month of August.

Nixonton

- 1 Vehicle accident
- 1 Injury involving a vehicle
- 1 Call cancelled enroute
- 1 EMS assist
- 1 Smoke scare
- 3 Structure fires
- 25 man hours on incidents
- 69 man hours on training

Weeksville

1 Call cancelled enroute
1 Injury involving a vehicle
1 EMS assist
1 Vehicle fire
2 Structure fires
84 man hours on incidents
61 man hours on training

Providence

1 Vehicle accident
1 Possible gas leak
1 Controlled burn
1 Call cancelled enroute
1 Vehicle fire
1 Smoke scare
2 Alarm malfunctions
66 man hours on incidents
262 man hours on training

Newland

2 Vehicle accidents
3 Calls cancelled enroute
1 EMS assist
1 Structure fire
32 man hours on incidents
31 man hours on training

Water Department:

The well drillers were working last week on the wells for the new RO Plant. Life goes on at the old plant; the crew gets the sludge spread. Attached are pictures.





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