

**PASQUOTANK COUNTY, NORTH CAROLINA
MARCH 6, 2023**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, March 6, 2023 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Charles H. Jordan, Chairman
Barry Overman, Vice-Chairman
Lloyd E. Griffin, III
Sean Lavin
Jonathan Meads
Sam Davis, III

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
John Shannon, Assistant County Manager
R. Michael Cox, County Attorney
Mike Barclift, Management Fellow
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Charles Jordan. Commissioner Lloyd Griffin gave the invocation and Commissioner Sam Davis led in the Pledge of Allegiance to the American Flag. Chairman Jordan welcomed those in attendance.

1. AMENDMENTS TO THE AGENDA:

Vice-Chairman Barry Overman requested that the agenda be amended to add the following items recommended by the Finance Committee to the Consent Agenda: 1) Approval of Emergency Medical Services Fee Increases; 2) Approval of Emergency Medical Services Franchise Agreement; 3) Approval of Changing to Custom Cab and Chassis for Nixonton Volunteer Fire Department Truck; 4) Approval of Extension of listing agreement for County property at 333 Winfall Boulevard; and 5) Approval of offer to purchase property at 333 Winfall Boulevard.

Motion was made by Barry Overman, seconded by Sean Lavin to amend the agenda to add Items #1-5 to the Consent Agenda. The motion carried unanimously.

2. PRESENTATION OF PROCLAMATION FOR PROVIDER APPRECIATION DAY 2023:

Chairman Jordan called on Ashleigh Arsenalt, Early Child & Education Manager at Albemarle Alliance for Children & Families to accept the following proclamation proclaiming May 12th, 2023 as Provider Appreciation Day 2023:

Proclamation
Provider Appreciation Day
March 6, 2023

WHEREAS, Child Care Aware® of America and other organizations nationwide are recognizing Child Care Providers on this day; and

WHEREAS, over half the children under the age of six nationwide are estimated to spend some time in a non-parental care arrangement on a weekly basis, which provides critical enrichment opportunities and nurtures development for children of all backgrounds and is a vital building block of our state economy; and

WHEREAS, our future depends on the quality of the early childhood experiences provided to young children today and support for high-quality child care represents a worthy commitment to our children's future.

Now, therefore, I, Charles Jordan, Chairman of the Pasquotank County Board of Commissioners, hereby proclaim May 12, 2023, as Provider Appreciation Day in Pasquotank County and urge all citizens to recognize Child Care Providers for their important work.

Dated this 6th day of March, 2023

Ms. Arsenault thanked the Board for adopting the proclamation. She said it really shows the Board's support for childcare providers and all of the hard work that they do every day.

3. ADOPTION OF PROCLAMATION PROCLAIMING MARCH 2023 AS THE 21ST ANNUAL MARCH FOR MEALS MONTH:

Laura Rollinson, Administrative & Volunteer Coordinator for the Albemarle Commission Senior Nutrition Program has requested that the Board adopt the following proclamation proclaiming March 2023 as the 21st Annual March for Meals Month:

**A PROCLAMATION PROCLAIMING MARCH 2023 AS THE
21st ANNUAL MARCH FOR MEALS MONTH**

WHEREAS, on March 22, 1972, President Nixon signed into law a measure that amended the Older Americans Act of 1965 to include a national nutrition program for individuals 60 years and older.

WHEREAS, for more than five decades, this landmark law has helped to fund community-based organizations – like Meals on Wheels – and it is still the only federal program designed specifically to meet the nutritional and social needs of older adults.

WHEREAS, this year, Meals on Wheels programs from across the country are joining together for the March for Meals awareness campaign to celebrate its success and garner the support needed to ensure these critical programs can continue to address food insecurity and malnutrition, combat social isolation, enable independence and improve health for years to come.

WHEREAS, Meals on Wheels programs – both congregate and home-delivered, in North Carolina have served our communities admirably for 51 years for North Carolina; and

WHEREAS, volunteers for Meals on Wheels programs in Pasquotank County are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

WHEREAS, Meals on Wheels programs in North Carolina provide nutritious meals to seniors throughout Pasquotank County that help them maintain their health and independence, thereby helping to prevent unnecessary falls, hospitalizations and/or premature institutionalization; and

WHEREAS, Meals on Wheels programs in North Carolina provide a powerful opportunity for social connection for hundreds of seniors to help combat the negative health effects and economic consequences of loneliness and isolation; and

WHEREAS, Meals on Wheels programs in North Carolina deserve recognition for the heroic contributions and essential services they have provided amid the COVID-19 pandemic, inclement weather and other emergencies.

WHEREAS, the senior population is increasing substantially, and action is needed now to support local Meals on Wheels programs through federal, state and local funding; volunteering; donations; and raising awareness to ensure these vital services can continue to be delivered for years to come.

NOW, THEREFORE, Pasquotank County does hereby proclaim March 2023 as a month celebrating Meals on Wheels and urge every community member to take this month to honor our senior nutrition programs, the individuals they serve and the volunteers who care for them. Our recognition of and involvement in, the national March for Meals celebration can enrich our entire community and help combat senior hunger and isolation in America.

Dated this 6th day of March, 2023

Motion was made by Sean Lavin, seconded by Sam Davis to recuse Jonathan Meads from considering the Consent Agenda due to a conflict of interest with the farm lease. The motion carried unanimously.

4. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. *Approval of Minutes of February 6, 2023 Commissioner Meeting*

b. *Approval of Tax Releases and Refunds*

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

Tax Releases

		County	City
1.	2019 Castle LLC	1,231.51	
2.	2019 Castle LLC	1,231.51	
3.	2019 Castle LLC	1,435.11	

Tax Refunds

		County	City
1.	Carla Dawn Kopp	152.61	
2.	Antranetta Jones Powell	107.21	102.23
3.	Nathaniel Griffin	144.54	
4.	Charles William Wilson	174.52	
5.	John Hieu Van		177.81
6.	Matthew Melvin Fowler	165.28	158.84
7.	Terrence Lesean Boyce	139.50	
8.	Charles Henry Jordan	115.63	
9.	Kevin Brian Miller & Laura Jean Chambers	288.21	
10.	Richard Allen Ratliff	180.56	
11.	Miguel Angel Velasco	274.23	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Callister Robinson ETAL	37-B-48	Vacant
2.	Callister Robinson ETAL	40-A-449	Vacant
3.	G6 Farms LLC	P90-33	Vacant
4.	G6 Farms LLC	P38-22	Vacant
5.	Demetrius A. Holley	12-C-1	Vacant
6.	William Alvin Norflett	P120-179	Vacant
7.	Cindy Hall	P12A-53	Vacant
8.	Mary John Glasper & Robert & Alicia Glasper	55-A-43	Vacant
9.	Gwendolyn B. Minor	39-B-33	Vacant
10.	Evelyn R. Poole ETAL	P98-15	Vacant
11.	Bell Taylor Heirs	26-D-1	Vacant
12.	Hazel T. Godfrey	P8A-36	Vacant
13.	Donald P & Patricia A. Butts	10-A-14	Vacant
14.	Steven R. Harris	P11-9	Vacant
15.	Next Level Ventures	23-P-8	Vacant

c. *Approval of Budget Amendments*

The Finance Committee has recommended approval of the following budget amendments:

Economic Development

Decrease	010.6900.5991.00	Contingency	35,150.00
Increase	010.4920.5625.09	Incentive Grants	35,150.00

Emergency Management

Increase	010.0220.4532.00	Other Grants	10,000.00
Increase	010.4330.5600.00	Grant Funds	10,000.00

Finance

Decrease	010.6900.5991.00	Contingency	1,780.00
Increase	010.4130.5191.00	Audit	1,780.00

d. Approval of Request to Retire Duty Weapons and Badges for Retiring Sheriff's Office Employees

The Finance Committee has recommended approval to retire the badges and duty weapons and award them to two employees retiring from the Sheriff's Office. Sergeant William Thomas Harris began working fulltime in 1997 and is retiring after 25 years of service with the Pasquotank County Sheriff's Office as of March 9, 2023. Deputy Travis Jackson began working fulltime in 1994 and is retiring after 28 years of service with the Pasquotank County Sheriff's Office. In addition to his badge and duty weapon, Deputy Jackson is also requesting his cell phone and phone number. The Board has previously allowed retiring employees that were assigned county cell phones to purchase their phone for \$1.

The Sheriff's Department has a policy in place that allows sworn law enforcement officers to receive their badges at no cost and to receive their service side arms, at the discretion of the Board of Commissioners, based on the following price schedule:

Retiring member with 5-10 years of service	\$75.00
Retiring member with 10-20 years of service	\$50.00
Retiring member with more than 20 years of service	\$ 0.00

e. Adoption of Resolution Approving Farm Lease in Pasquotank County Commerce Park

The Finance Committee has recommended adoption of the following resolution which approves a five-year lease with Justin T. James, d/b/s James Farms, to farm the Pasquotank County Commerce Park. The annual rent shall be \$36,642.

**RESOLUTION APPROVING LEASE WITH
JUSTIN T. JAMES D/B/A JAMES FARMS**

WHEREAS, Pasquotank County owns property located in the Pasquotank County Commerce Park (being approximately 197 acres more or less); and

WHEREAS, Justin T. James d/b/a James Farms wishes to lease said county owned property; and

WHEREAS, the County has determined the property will not be needed during the term of the lease; and

WHEREAS, the County and Justin T. James d/b/a James Farms have agreed to enter into a lease for a term of five (5) years, beginning March 6, 2023; and

WHEREAS, the annual rent for the lease is \$36,642; and

WHEREAS, NCGS 160A-272 authorizes the county to enter into leases up to ten (10) years upon resolution of the county commissioners adopted at a regular meeting after thirty (30) days' notice; and

WHEREAS, the required notice has been published and the Board of Commissioners is convened at a regular meeting.

THEREFORE, THE BOARD OF COMMISSIONERS OF PASQUOTANK COUNTY RESOLVES THAT:

The Board of Commissioners hereby approves the lease of county property described above to Justin T. James d/b/a James Farms for five (5) years on terms as described hereinabove and directs the chairman to execute any instruments necessary to secure the lease.

ADOPTED this 6th day of March, 2023.

f. Approval of Emergency Medical Services Fee Increases

At the February 8th meeting, the EMS Board unanimously recommended increasing several EMS rates for treatment and transport due to increases in insurance reimbursements exceeding what is charged in the current EMS Fee Schedule. The categories recommended for increase include: Basic Life Support Emergency (BLSE) from \$400 to \$425, Advanced Life Support Emergency (ALS1) from \$475 to \$500, and Advanced Life Support Major Emergency (ALS2) from \$700 to \$725. This would be the first fee increase in the EMS Fee Schedule since 2015, with additional revenue collection projections of approximately \$53,000. The Finance Committee has recommended approval of the EMS Fee increases.

g. Approval of Emergency Medical Services Franchise

At its February 8th meeting, the EMS Board unanimously recommended granting a Franchise Permission to Midwest Medical Transport (MMT). This would allow MMT to perform non-emergency medical transports within the franchise districts of Pasquotank and Camden Counties. MMT will focus on non-emergency patient discharges from Sentara Albemarle Medical Center, reducing the non-emergency load from our EMS system and allowing for more efficient coverage of 911 calls. The Finance Committee has recommended approval of the EMS Franchise Agreement with MMT.

h. Approval of Changing to Custom Cab and Chassis for Nixonton Volunteer Fire Department Truck

The fire truck for the Nixonton Volunteer Fire Department was ordered on March 1, 2021, before the trucks recently received by Providence and Weeksville. We have now received notice that Nixonton's truck will not start production until late 2024 to mid-2025 or later, which presents an unknown delivery date. The original purchase price for Nixonton's truck was \$392,655. If we execute a change order from the original bid to change the truck from a commercial to a custom cab and chassis, the new truck will be delivered by October 2024. This change would increase the purchase price to \$636,100.

While this is a substantial increase above the pending purchase price, if the truck is not re-bid, two departments will receive one truck and one department will receive two trucks ahead of Nixonton. Volunteer Fire Coordinator Robert Boyce is also pursuing grants to reduce the cost difference between the trucks. The Finance Committee has recommended approval to execute a change order for a custom cab and chassis truck for the Nixonton Volunteer Fire Department. The Finance Committee also recommended authorizing staff to move forward with the bid process for two additional fire trucks (Providence and Newland).

i. Approval of Extension of Listing Agreement for County Property at 333 Winfall Boulevard

The County's listing agreement for the property located at 333 Winfall Boulevard expired recently. The Finance Committee has recommended approval to extend the listing agreement for one year.

j. Approval of Offer to Purchase Property at 333 Winfall Boulevard

The County received a \$129,000 offer to purchase the County property at 333 Winfall Boulevard from Perquimans County. Perquimans intends to relocate their Board of Elections to the space. The property has been listed for over two years and the current listing price is \$129,000. The Finance Committee has recommended accepting the \$129,000 offer from Perquimans County. The Upset Bid process is not required when selling to another government agency. The proceeds will be used for Courthouse repairs.

Motion was made by Barry Overman, seconded by Sam Davis to approve the Consent Agenda, as amended. The motion carried unanimously.

5. RECOMMENDATIONS FROM THE APPOINTMENTS COMMITTEE:

Vice-Chairman Overman, Chairman of the Appointments Committee, stated that the Appointments Committee met today and has made the following recommendations:

- a) Highway 17 Association Board of Directors – Reappoint Lloyd Griffin to additional term.
- b) Home & Community Care Block Grant Advisory Committee – Reappoint recommended slate to additional terms.

- c) Elizabeth City-Pasquotank County Human Relations Commission – Appoint Brenda Layden. This appointment will need to lie over for two weeks to allow for additional applications.

Motion was made by Barry Overman, seconded by Sam Davis to approve the recommendations from the Appointments Committee. The motion carried unanimously.

6. REPORTS FROM COMMISSIONERS:

Commissioner Davis toured the Pasquotank Animal Shelter. He said he was appointed to the Animal Control Board, which recently met.

Commissioner Meads attended the Utilities Committee meeting where he received updates on the reverse osmosis expansion. He also attended the Solid Waste/Landfill Committee meeting.

Commissioner Lavin said he would like to touch on a couple of events that both bring some notoriety and recognition to our region. The first of which is the Coast Guard Marathon this past weekend and secondly, he had the honor and pleasure of participating as a judge in the ECSU Viking's Pitch Challenge. It brought a lot of students from not only all over North Carolina, but even up and down the east coast. One of the groups presented was from Maryland. They were all great kids, with wonderful potential. They had really great business ideas. He and Chairman Jordan took a day trip to the Surry-Yadkin Works, which is a workforce development initiative that engaged more youth and eliminates loopholes that leave out some students that are not qualified for certain programs. It helps prepare them for job training and really good employment opportunities in the future. All three of those were great events that he was glad to have been a part of.

Commissioner Griffin said he was excited to see the Coast Guard Marathon this weekend. He said he heard positive feedback from others in the region about the impact in their communities.

Vice-Chairman Overman attended four Tourism Development meetings. They will soon be relocating to the Waterworks Building. He attended the EMS Board meeting. He attended two DSS Board meetings where they discussed Medicaid expansion. The House and Senate have reached an agreement on Medicaid expansion. He was tasked with providing Rotary speakers this past month. Kathy Ford and Mason Lawrence graciously came and spoke. He attended the Weeksville Volunteer Fire Department's annual Dinner. He attended the Cooperative Extension Field Day where he was impressed with the number of farmers who attended. He estimated approximately 150 were in attendance from Pasquotank and surrounding counties. He attended the Arts of the Albemarle Gala. He attended the Extension Advisory Board meeting. DSS hosted a Safe Kids meeting. There are 44 counties in North Carolina who have a Safe Kids Coalition and Pasquotank County is looking at becoming one. He attended the Soil & Water Annual luncheon, which was very informative. He participated in the 5k at the Coast Guard Marathon. Lastly, he participated in Meals on Wheels, and delivered meals to seniors. He encouraged other members to do so.

Chairman Jordan reminded the Board that they receive a lot of invitation, and Board members are invited to participate when they are available. He attended the Drainage Committee meeting. Drainage is an ongoing concern in the County. Because he is on the Drainage Committee he gets the opportunity to go out with Dwayne Hinson to see some of the locations where there are drainage concerns. He noted that Mr. Hinson does a great job. He attended the Weeksville Volunteer Fire Department's Annual Dinner. He attended the Parks & Recreation meeting. He attended the Solid Waste/Landfill Committee meeting. He attended the Economic Development meeting. He toured the SPCA. The County is going to have to provide some funds to help with their concerns. He visited Surry-Yadkin Works. He attended the ribbon cutting for Emerald Rose Couture. He attended the Trillium Governing Board meeting. He attended a Trillium Ribbon Cutting for several vans they purchased for servicing residents in the rural parts of the county that cannot get to their offices. He attended the Soil & Water luncheon. He attended a celebration at ECSU for their girls' basketball team for winning the CIAA tournament, which was their first CIAA tournament win in history. He and Commissioner Davis attended the Sentara Mammography Van celebration. The van will travel around to various areas. Lastly, he was asked to make comments at the Coast Guard Marathon, as well as hold the ribbon at the finish line to greet the winner. He congratulated Vice-Chairman Overman and Management Fellow Mike Barclift for participating in the marathons and representing the County well.

Motion was made by Barry Overman, seconded by Sean Lavin to adjourn the meeting. The motion carried and the meeting was adjourned at 6:25 PM.

CHAIRMAN

CLERK TO THE BOARD