

**PASQUOTANK COUNTY, NORTH CAROLINA
MARCH 16, 2020**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, March 16, 2020 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Jeff Dixon, Chairman
Lloyd E. Griffin, III, Vice-Chairman
Cecil Perry
Frankie Meads
Charles H. Jordan
Sean Lavin
Barry Overman

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
R. Michael Cox, County Attorney
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Jeff Dixon. Vice-Chairman Lloyd Griffin gave the invocation and Commissioner Frankie Meads led in the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Chairman Dixon asked if there were any amendments to the agenda. Vice-Chairman Griffin requested the agenda be amended to add the following items recommended by the Finance Committee today: 1) Public Hearing on lease of tower space to USCOG (US Cellular); 2) Approval of Northside Community Drainage Project; and 3) Consideration of Moyock Property listing agreement and price reduction.

Motion was made by Lloyd Griffin, seconded by Charles Jordan to amend the agenda to add item #1 to Public Hearings, item #2 to the Consent Agenda, and item #3 to New Business. The motion carried unanimously.

2. PUBLIC HEARING TO CONSIDER TOWER LEASE WITH USCOG (US CELLULAR)

Chairman Dixon declared the meeting to be a public hearing to consider entering into a lease of county owned property with USCOC of Greater North Carolina, LLC (d/b/a U.S. Cellular).

The tenant intends to lease space at the county water plant located at 1466 Weeksville Road, Elizabeth City, NC. Specifically, the tenant intends to lease enough space on the water tower to install six (6) cellular antennas and an area of ground space approximately 10 feet by 20 feet for placement of equipment. The tenant will have an option to lease the property for up to twenty-four (24) months with a rental payment of \$1,800 per month. Thereafter, the tenant will have the option to extend the lease for four (4) five (5) year terms. The initial rent will be \$2,000 per month under the first five year term with a 15% escalation clause or each additional five (5) year renewal term. If the Board approves a lease of the property, they must do so by resolution, which is on the Consent Agenda.

He asked if anyone cared to comment on the proposed contract. At the absence of comments, the public hearing was closed.

2. APPROVAL OF TAX RELEASES AND REFUNDS:

Chairman Dixon stated that he needs to be recused from considering the tax releases and refunds due to a conflict of interest.

Motion was made by Barry Overman, seconded by Frankie Meads to recuse Chairman Dixon from considering the tax releases and refunds due to a conflict of interest. The motion carried unanimously.

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

Tax Release

		County	City
1.	C. W. Weeks	1,047.48	

Tax Refunds

		County	City
1.	City Beverage Company	294.52	
2.	Phoenicia Alexandria Moore	212.59	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Genevia Kellogg Etal.	P95-24	Vacant
2.	Harry J. & Alice Selby Kellogg	P56-F-2	Vacant
3.	Betsy Meads	12-E-6	Vacant
4.	Verlin E. Williams & Donna Walker	P112-9	Vacant
5.	Verlin E. Williams	P80-4A	Vacant

Solid Waste Fee Refund

		Parcel ID #	Reason for Refund
1.	Miller & Meads Inc.	P15-8	Vacant

Motion was made by Sean Lavin, seconded by Barry Overman to approve the tax releases and refunds as presented. The motion carried unanimously.

3. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of February 19 and 28, and March 2, 2020 Commissioner Meetings

b. Approval of Budget Amendment

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

Capital Reserve

Increase	021.0550.4820.00	Escrow Payment	\$8,103,820.00
Increase	021.8200.5960.01	Capital Reserve-Unallocated	\$2,000.00
Increase	021.8200.5640.04	Medical Services	\$8,101,820.00

To allocate funds received from the Hospital Escrow to pay for the trustee fees and reserve the balance for future needs for medical services.

c. Approval to Expand Contracts for Water Department Grass Mowing

The Finance Committee has recommended approval to expand the grass mowing contracts with Carter’s Lawn Care & Landscaping to include mowing and trimming of the Weeksville Water Plant, the Reverse Osmosis Water Plant, four water tank sites, three booster station sites, and all associated right-of-ways at a cost total cost of \$6,090.

d. Adoption of Resolution Approving Lease with USCOG of Greater North Carolina, LLC

The Finance Committee has recommended approval of the following resolution which approves the Tower and Ground Space Lease with USCOC of Greater North Carolina, LLC:

RESOLUTION APPROVING LEASE
WITH USCOC OF GREATER NORTH CAROLINA, LLC

WHEREAS, Pasquotank County (“County”) owns a parcel commonly referred to as the “Weeksville Water Plant”; and

WHEREAS, USCOC of Greater North Carolina, LLC (“USCOC”) wishes to lease property on the water tower to install cellular phone antennas and to lease an area on the ground approximately 10 feet by 20 feet; and

WHEREAS, the tenant will have an option to lease the property for up to twenty-four

(24) months with a rental payment of \$1,800 per month. Thereafter, the tenant will have the option to extend the lease for four (4) five (5) year terms. The initial rent will be \$2,000 per month under the first five year term with a 15% escalation clause for each additional five (5) year renewal term; and

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

WHEREAS, NCGS §160A-272 authorizes the County to enter into leases after following the necessary requirements;

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

The Board of Commissioners hereby approves the Tower and Ground Space Lease with USCOC of Greater North Carolina, LLC as outlined hereinabove and on terms as described in the lease and directs the chairman to execute any instruments necessary to secure the lease.

ADOPTED this 16th day of March, 2020.

e. *Adoption of Resolution Supporting Inaugural Coast Guard Half Marathon and Guardians of the Atlantic 5K*

Corrina Ferguson, Executive Director, Visit Elizabeth City, has requested the Board adopt the following resolution expressing support of the Inaugural Coast Guard Half Marathon and Guardians of the Atlantic 5K:

**RESOLUTION OF SUPPORT
FOR INAUGURAL COAST GUARD HALF MARATHON AND
GUARDIANS OF THE ATLANTIC 5K**

WHEREAS, each branch of the military has an official named road race except the Coast Guard; and

WHEREAS, Visit Elizabeth City, in collaboration with Elizabeth City-Pasquotank County Parks & Recreation, Elizabeth City Downtown, Inc., Elizabeth City State University and USCG Base Elizabeth City will produce the inaugural Coast Guard Half Marathon and the Guardians of the Atlantic 5K on September 19, 2020; and

WHEREAS, as an official Coast Guard City and home to the second largest Coast Guard Base in the Country, Pasquotank County is uniquely poised to host a successful and noteworthy event; and

WHEREAS, the Coast Guard Half Marathon route starts downtown, runs our riverfront, loops through the Coast Guard Base and Air Station, and then returns downtown via Elizabeth City State University, a historically black college and the only four-year collegiate aviation education program in North Carolina; and

WHEREAS, the Guardians of the Atlantic 5K offers a new Elizabeth City 5K course through the heart of our historic district downtown; and

WHEREAS, the potential this event has for our community, even in the inaugural year, is incredible – and the future potential even more so; and

NOW, THEREFORE, BE IT RESOLVED, by the Pasquotank County Board of Commissioners that the County supports the Inaugural Coast Guard Half Marathon and Guardians of the Atlantic 5K.

This the 16th day of March, 2020

Motion was made by Lloyd Griffin, seconded by Charles Jordan to approve the Consent Agenda as amended. The motion carried unanimously.

4. CONSIDERATION OF LISTING AGREEMENT AND PRICE REDUCTION FOR MOYOCK PROPERTY:

The Finance Committee has recommended approval to renew the listing agreement with Cindy Mayberry for property located at 104 Lark Drive, as well as reduce the sale price to \$150,000.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to approve renewal of the listing agreement with Cindy Mayberry for property located at 104 Lark Drive, and reduce the sale price to \$150,000. The motion carried six to one, with Commissioner Meads voting against the motion.

Commissioner Meads expressed concern with the length of time the property has been listed with only one office and suggested utilizing a different listing agent.

5. REPORTS FROM COMMISSIONERS:

Commissioner Jordan read Dr. Seuss books to students at JC Sawyer and Sheep Harney Elementary Schools. He attended the United Way Keel Club event, as well as the Trillium meeting.

Vice-Chairman Griffin reported that the Elizabeth City Airport Manager recently resigned.

Commissioner Lavin attended the Chamber of Commerce Executive Board Meeting, the COA President's Reception, and a fund raiser at his church for Camp Cale.

Commissioner Meads attended the COA President's Reception and the Building Code Council meeting. He noted that he represents all 100 counties in North Carolina on the Code Council.

Commissioner Perry brought greeting on behalf of the County at the Elizabeth City State University Foundation Gala.

Chairman Dixon thanked those who attended the Economic Forum on Wednesday, as well as the Ribbon Cutting for the new Senior Center.

Chairman Dixon asked for a motion to ender Closed Session.

Motion was made by Sean Lavin, seconded by Charles Jordan to enter Closed Session per N.C.G.S. 143-318.11(a)(1) To Approve Closed Session Minutes and per [N.C.G.S. 143-318.11(a)(6)] To Consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

Upon the end of closed session;

Motion was made by Sean Lavin, seconded by Barry Overman that the Board return to Regular Session. The motion carried unanimously.

Motion was made by Frankie Meads, seconded by Barry Overman to approve a three-year extension of the County Manager's contract, at a salary of \$137,500.

There being no further business, Chairman Dixon asked for a motion to adjourn the meeting.

Motion was made by Lloyd Griffin, seconded by Frankie Meads to adjourn the meeting. The motion carried and the meeting was adjourned at 6:25 PM.

CHAIRMAN

CLERK TO THE BOARD