

**PASQUOTANK COUNTY, NORTH CAROLINA  
MARCH 21, 2022**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, March 21, 2022 in Courtroom C in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** William “Bill” Sterritt

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

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

**1. AMENDMENTS TO THE AGENDA:**

Vice-Chairman Jordan requested that the agenda be amended to add the following items recommended by the Finance Committee to the Consent Agenda: 1) Approval of Growing Rural Economies with Access to Technology (GREAT) Broadband Grant Application; 2) Approval of Proposed Fee Schedule for Elizabeth City/Pasquotank County Parks and Recreation; 3) Approval to Surplus and Scrap County Owned Property; and 4) Approval of Pasquotank-Camden EMS Field Training Officer Pay Differential.

Motion was made by Charles Jordan, seconded by Sean Lavin to amend the agenda to add Items #1-4 to the Consent Agenda. The motion carried unanimously.

**2. PUBLIC HEARING ON ZONING TEXT AMENDMENT ZTA #21-05**

Chairman Griffin called on Planning Director Shelley Cox to outline Zoning Text Amendment ZTA #21-05.

Ms. Cox stated that this text amendment has previously been discussed by the Board at a County Commissioners Meeting and at the Board’s Retreat last month. She provided the following staff report:

**Application Overview:**

The proposed Ordinance changes would create a new type of home occupation for agricultural areas that would be identified as a “Rural Home Occupation.”

Currently home occupations are very restricted and the same standards apply regardless of whether a home is on a smaller lot in the middle of a residential subdivision or a 10 acre parcel in the Agricultural District. Home occupations can only be performed in the residence itself and must be less than 25% of the floor space of the home with a 500 square foot maximum. Outbuildings including sheds, garages, etc. are not permitted to be used for the home occupation.

This text amendment as proposed would create separate standards for customary home occupations and rural home occupations. Customary home occupations would retain the traditional residential character of the home and generate very limited traffic. They would be permitted in the residential districts by right with development standards. The one change staff proposes to this use would be to amend the language to permit on-line sales as a home occupation.

Rural home occupations would be permitted on larger, rural lots where they would be less likely to negatively impact nearby neighbors. Accessory structures and outside storage would be permitted, however a Special Use Permit would be required from the Planning Board.

**Staff Commentary:**

The County's Land Use Plan states that manufacturing and high intensity commercial uses are generally incompatible in areas identified on the Future Land Use Map as Rural Agriculture which are mainly areas zoned A-1). The plan also states that "Small scale commercial uses that primarily provide goods and services to residents of the surrounding area and agricultural related industrial uses may be permitted at an intensity of no more than 1 unit per acre."

In Pasquotank County there are likely some areas where a rural home occupation could be performed without causing any harm or being a nuisance to other properties nearby. By requiring a Special Use Permit and notification of surrounding properties, negative effects from rural home occupations should be minimized. Therefore, staff proposes that the Ordinance be amended with new text as shown highlighted in yellow.

***Proposed Ordinance Text***

*Additions and/or changes to the existing regulations are highlighted in yellow.  
Deletions are noted by ~~strikethrough~~.*

**ARTICLE 4  
DEFINITIONS OF TERMS**

**SECTION 4.02 - WORD AND TERM DEFINITIONS**

88. Customary Home Occupation: Certain occupations customarily conducted for profit within a dwelling and carried on by the occupant thereof, which use is clearly subordinate to the use of the dwelling for residential purposes - limitations are prescribed in this Ordinance to insure against the growth of a home occupation into a commercial enterprise.
89. Rural Home Occupation: A commercial activity that is conducted by a person within a residence or accessory structure on the same lot where such person resides and can be conducted without any significant impact on the surrounding area.

**SECTION 7.02 - NOTES TO THE TABLE OF PERMITTED USES**

**NOTE 3.** Customary Home Occupation

Customary home occupations are permitted only as an incidental use and are limited to the following:

- a. The office or studio of a physician, artist (not inclusive of a studio of a commercial photographer), general or trades contractor, musician, insurance agent, lawyer, real estate broker, teacher or other like professional person residing on the premises, provide no chattels or goods, wares or merchandise are commercially ~~created~~, displayed, exchanged or sold at the home;
- b. Workshops that do not employ individuals outside the immediate household;
- c. Customary home occupations such as millinery, dressmaking, laundering or pressing and tailoring conducted by a person residing on the premises;
- d. Rooming and/or boarding of not more than three persons; for which a rent is charged;
- e. Single operator beauty shop or barber shop; and

Provided furthermore the customary home occupations listed above shall be permitted subject to the following limitations:

- No display of products;
- No mechanical equipment shall be installed or used except such that is normally used for domestic or professional purposes and which does not cause noises or interference in radio and television reception;

- No commercial accessory buildings or outside storage shall be used in connection with the **customary** home occupation;
- Not over 25% of the total floor area or 500 square feet of the principal residence, whichever is greater shall be used for a **customary** home occupation;
- Only residents of the dwelling may be engaged in the **customary** home occupation except any physician, dentist or other professional licensed by the State of North Carolina shall be allowed to have one nurse or assistant who is not a resident of the dwelling.

**ARTICLE 9  
PROVISIONS FOR USES ALLOWED AS SPECIAL USES**

**SECTION 9.03 – Additional Restrictions Imposed on Certain Special Uses** *(Amended 11/21/05)*

The Planning Board or Board of Commissioners may grant permission for the establishment of the following uses, subject to any specific conditions either set forth below or which the Board may deem necessary to satisfy the conditions set forth in Section 9.02 of this Article.

**9.03-23 Rural Home Occupation** – Rural home occupations are those which by their nature are not compatible on small lots near other residences and may require an outdoor storage area for goods and materials associated with the business. They may be permitted in the A-1 and A-2, Agricultural Districts with a Special Use Permit provided that:

- a. The owner of the business must reside on the property on which the business is located.
- b. No more than three persons shall be employed other than those residing on the property.
- c. The rural home occupation shall be located on a tract of two acres or more.
- d. The total area of all buildings occupied by the rural home occupation shall not exceed 2,500 square feet.
- e. All operations of the rural home occupation including buildings, outside storage areas, and parking shall be located a minimum of thirty feet from all property lines.
- f. Permitted nonresidential uses shall be limited to those products assembled or manufactured on-site for resale elsewhere and business, professional, and personal services or stock-in-trade clearly incidental to such services. Commercial retail or wholesale operations that bring to the site goods specifically for the purpose of resale shall be prohibited.
- g. The business use shall not create any noxious fumes, odors, traffic congestion, noise, or other nuisance factors.
- h. Outdoor storage of goods and materials associated with the business shall be screened from view of adjacent right-of-ways and residentially zoned or residentially used properties.
- i. The maximum lot coverage permitted for the site shall be 24%.

**ARTICLE 7  
DISTRICT REGULATIONS**

**SECTION 7.03 - TABLE OF PERMITTED USES**

Table of Permitted Uses	SIC	R-15	R-15A	R-25	R-25A	R-35A	RMH-15	RMH-25	RMH-35	C-1	I-1	I-2	A-1	A-2	O&I	M-F	P-1
<b>Customary</b> Home Occupations (See Section 7.02)	0000	D	D	D	D	D	D	D	D	-	-	-	D	D	-	D	-
<b>Rural Home Occupation</b>	0000	!	!	!	!	!	!	!	!	!	!	!	S	S	!	!	!

**Planning Board Recommended Action And Consistency Statement:**

This amendment is consistent with the Pasquotank County Future Land Use Map’s Agricultural classification and with the following policies within the Pasquotank County Elizabeth City Advanced Core Land Use Plan:

- Section 4.1.1 Pasquotank County and Elizabeth City Goals - Table 44 Land Use Compatibility Goals “Encourage land development in accordance with the suitability of the land, compatibility of surrounding land uses and the infrastructure available.”
- Section 4.1.1 Pasquotank County and Elizabeth City Goals – Table 44 Land Use Compatibility Goals “Promote diversified economic development.”

The amendment is reasonable and in the public interest because the text will establish standards for rural home occupations to be permitted in appropriate areas within Pasquotank County.

Chairman Griffin declared the meeting to be a Public Hearing on Zoning Text Amendment #21-05 and asked for comments from the public. There being none, the Public Hearing was closed.

Commissioner Meads asked if permits and fees would be required. Ms. Cox answered the Special Use Permit application that would go to the Planning Board already has a \$500 application fee. He is concerned with the impact it could have on small businesses. Ms. Cox explained that the \$500 application fee covers the County’s fee for holding the public hearing, which include postage, the time involved with doing the analysis, and advertising. She said it is the minimum cost to cover their expenses.

Motion was made by Charles Jordan, seconded by Cecil Perry to adopt the following amendment to the Pasquotank County Zoning Ordinance as proposed by staff, as well as the consistency statement recommended by the Planning Board regarding ZTA #21-05. The motion passed five to one, with Commissioner Meads voting in opposition.

**AMENDMENT TO THE PASQUOTANK COUNTY ZONING ORDINANCE  
ALLOWING RURAL HOME OCCUPATIONS WITHIN THE A-1 AND A-2  
AGRICULTURAL DISTRICT WITH THE ISSUANCE OF A  
SPECIAL USE PERMIT BY ZTA 21-05**

**WHEREAS**, the Pasquotank County Zoning Ordinance provides for the orderly growth and development of Pasquotank County; and

**WHEREAS**, the proposed text amendment will allow for rural home occupations within the A-1 and A-2, Agricultural Districts with the issuance of a Special Use Permit; and

**WHEREAS**, the Planning Staff recommends approval of the proposed amendment; and

**WHEREAS**, on October 28, 2021, the Pasquotank County Planning Board reviewed the proposed amendment and recommended that the Board of Commissioners approve the amendment as proposed; and

**WHEREAS**, the Pasquotank County Board of Commissioners held a duly-noticed public hearing on March 21, 2022 to consider amending the Zoning Ordinance;

**NOW, THEREFORE, IT BE ORDAINED BY THE PASQUOTANK COUNTY BOARD OF COMMISSIONERS THAT:**

Section 1. Article 4, Article 7 and Article 9 of the Pasquotank County Zoning Ordinance are amended as follows:

***Proposed Ordinance Text***

*Additions and/or changes to the existing regulations are highlighted in yellow.  
Deletions are noted by strikethrough.*

## ARTICLE 4 DEFINITIONS OF TERMS

### SECTION 4.02 - WORD AND TERM DEFINITIONS

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### SECTION 7.02 - NOTES TO THE TABLE OF PERMITTED USES

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- b. Workshops that do not employ individuals outside the immediate household;
- c. Customary home occupations such as millinery, dressmaking, laundering or pressing and tailoring conducted by a person residing on the premises;
- d. Rooming and/or boarding of not more than three persons; for which a rent is charged;
- e. Single operator beauty shop or barber shop; and

Provided furthermore the customary home occupations listed above shall be permitted subject to the following limitations:

- No display of products;
- No mechanical equipment shall be installed or used except such that is normally used for domestic or professional purposes and which does not cause noises or interference in radio and television reception;
- No commercial accessory buildings or outside storage shall be used in connection with the customary home occupation;
- Not over 25% of the total floor area or 500 square feet of the principal residence, whichever is greater shall be used for a customary home occupation;
- Only residents of the dwelling may be engaged in the customary home occupation except any physician, dentist or other professional licensed by the State of North Carolina shall be allowed to have one nurse or assistant who is not a resident of the dwelling.

## ARTICLE 9 PROVISIONS FOR USES ALLOWED AS SPECIAL USES

### SECTION 9.03 – Additional Restrictions Imposed on Certain Special Uses *(Amended 11/21/05)*

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- a. The owner of the business must reside on the property on which the business is located.
- b. No more than three persons shall be employed other than those residing on the property.
- c. The rural home occupation shall be located on a tract of two acres or more.
- d. The total area of all buildings occupied by the rural home occupation shall not exceed 2,500 square feet.
- e. All operations of the rural home occupation including buildings, outside storage areas, and parking shall be located a minimum of thirty feet from all property lines.
- f. Permitted nonresidential uses shall be limited to those products assembled or manufactured on-site for resale elsewhere and business, professional, and personal services or stock-in-trade clearly incidental to such services. Commercial retail or wholesale operations that bring to the site goods specifically for the purpose of resale shall be prohibited.
- g. The business use shall not create any noxious fumes, odors, traffic congestion, noise, or other nuisance factors.
- h. Outdoor storage of goods and materials associated with the business shall be screened from view of adjacent right-of-ways and residentially zoned or residentially used properties.
- i. The maximum lot coverage permitted for the site shall be 24%.

**ARTICLE 7  
DISTRICT REGULATIONS**

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Customary Home Occupations (See Section 7.02)	0000	D	D	D	D	D	D	D	D	-	-	-	D	D	-	D	-
Rural Home Occupation	0000	!	!	!	!	!	!	!	!	!	!	!	S	S	!	!	!

Section 2. This ordinance amendment is effective upon adoption.

**ADOPTED** this 21<sup>st</sup> day of March, 2022.

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Lloyd E. Griffin, III, Chairman  
Pasquotank County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Lynn B. Scott  
Clerk to the Board

**3. WSIV WATERSHED REQUEST:**

Chairman Griffin called on Planning Director Shelley Cox to outline the request.

Ms. Cox stated that this request was previously discussed by the Board at a County Commissioners Meeting and at the Board’s Retreat last month. She provided the following staff commentary:

**Staff Commentary:**

The County’s WSIV Watershed Ordinance was adopted in 1994. This Ordinance was State mandated due to the City’s non-functional potable water intake facility at the end of Whitehurst Lane. The water intake facility was abandoned not long after construction (almost 30 years ago)

due to tannins in the river that make it impossible to bring the river water up to drinking standards. The City now utilizes wells for potable water.

The purpose of the Watershed Ordinance is to protect water quality up to 10 miles upstream from the City’s intake facility. There are 8,372 total acres are in the watershed area which is almost entirely in the County’s jurisdiction. Commercial and residential development is limited in the watershed to 24% impervious lot coverage.

The only exception from the low density development requirement is a process that allows the BOC to approve up to 10% of the total acreage within the Watershed (837 acres) for high density development with a maximum 70% built-upon area. The Board has approved 381 acres, including Commerce Park, Nissan of Elizabeth City, and State Employee’s Credit Union, to receive a high density permit. 456 acres are left within the County’s high density allotment. Once that cap is reached no further high density development can be approved in the watershed.

Since the WSIV watershed was adopted, the State has approved more stringent regulations for water quality in the 20 coastal counties. County-wide, low impact development is limited to 24% impervious coverage. In order to develop at a higher intensity, the applicant must meet stricter standards and provide on-site water retention to filter run-off. In addition, Pasquotank County and Camden County have adopted Stormwater Design Manuals that establishes stormwater runoff standards and a review process for all commercial and high density residential development.

Staff recommends that the Board request that the City officially abandon the intake facility with the State since it is non-functional and cannot be used for potable water. The existing State and County stormwater regulations should adequately protect the river’s water quality and the watershed unnecessarily burdens commercial development.

Motion was made by Barry Overman, seconded by Sean Lavin to request the City of Elizabeth City officially abandon the water intake facility so that the County can rescind the WSIV Watershed Ordinance, since it is no longer necessary. The motion carried unanimously.

**4. APPOINTMENTS TO BOARDS AND COMMITTEES:**

At the last meeting, the Appointments Committee recommended the appointments of Bill Trueblood to the Central Communications Advisory Board and Vernon B. Hinton to the Parks and Recreation Board. Copies of their applications were provided to Board members and no additional applications were received.

Motion was made by Barry Overman, seconded by Cecil Perry to appoint Bill Trueblood to the Central Communications Advisory Board and Vernon B. Hinton to the Parks and Recreation Board. The motion carried unanimously.

**5. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of February 25, March 1, and March 7, 2022 Commissioner Meetings

b. Approval of Tax Releases and Refunds

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

**Tax Releases**

		County	City
1.	Scott Christopher Lee	160.47	154.22
2.	Jon Shipps Crouse	300.26	

**Tax Refunds**

		County	City
1.	Ryan Todd Leach Jr.	154.77	146.66
2.	Tammy Shannon Williams		522.79

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Associated Leasing	24-A-13	Vacant
2.	Margery Clark Coulson	51-C-22B-23-24	Vacant
3.	John A. Jr. & Pearlie Dixon	56-A-3B-4	Vacant
4.	John A. Jr. & Pearlie Dixon	30-A-10	Vacant
5.	John A. Jr. & Pearlie Dixon	56-A-3A	Vacant
6.	John A. Jr. & Pearlie J. Dixon	28-D-22	Vacant
7.	Margaret Graham	P133A-45	Vacant
8.	Genevia Kellogg Etal	P95-24	Vacant
9.	Selma M. White Kyles	35-A-28	Vacant
10.	Callister Robinson Etal	37-B-48	Vacant
11.	Michael A. Smith	47-D-5	Vacant
12.	Selma White	35-C-33B	Vacant
13.	Selma White	35-C-34	Vacant

Solid Waste Fee Refunds

		Parcel ID #	Reason for Refund
1.	Earlene Gallop Bullock	P80-49A	Vacant
2.	Toan Thanh & Tran Thao Nguyen	56-F-6	Vacant

*c. Approval of Budget Amendments*

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

Special Appropriations

Increase	010.0550.4839.00	Miscellaneous Revenue	5,400.00
Increase	010.6600.5610.11	Police Athletic League	5,400.00

Jail

Increase	010.0110.4111.16	Ad Valorem Taxes-'16	7,439.00
Increase	010.4320.5440.10	Albemarle District Jail	7,439.00

Sheriff

Increase	010.0230.4370.05	Equipment Grant	84,270.00
Increase	010.4310.5600.37	Equipment Grant	84,270.00

Seized Assets

Increase	020.0240.4431.05	Forfeiture-Federal	25,000.00
Increase	020.4300.5269.00	Law Enforcement Expenses	25,000.00

Jury Commission

Increase	010.0110.4111.16	Ad Valorem Taxes-16'	323.00
Increase	010.4165.5121.00	Salaries & Wages	300.00
Increase	010.4165.5181.00	FICA	23.00

Emergency Management

Increase	010.0220.4532.00	Other Grants	7,500.00
Increase	010.4330.5600.00	Grant Funds	7,500.00

*d. Approval of Audit Contract*

The Finance Committee has recommended approval of the 2022-23 Audit Contract with Thompson, Price, Scott, Adams & Co., P.A. in the amount of \$23,500.

*e. Adoption of Striped Bass Resolution*

The Board was previously polled and unanimously recommended approval of the following resolution endorsing shifting a greater allocation of the striped bass quota to the ASMA in order to protect and preserve the striped bass stock:



**Resolution**  
**North Carolina Division of Marine Fisheries**  
**Estuarine Striped Bass Fishery Management Plan Amendment 2**

**WHEREAS**, the North Carolina Department of Marine Fisheries (NCDMF) is considering Amendment 2 to the Estuarine Striped Bass Fishery Management Plan; and

**WHEREAS**, The North Carolina Fisheries Reform Act of 1997 requires the North Carolina Division of Marine Fisheries prepare fishery management plans for adoption by the North Carolina Marine Fisheries Commission for all commercially and recreationally significant species or fisheries that comprise state marine or estuarine resources, with the goal of these plans being to ensure the long-term viability of the fisheries; and

**WHEREAS**, North Carolina is the only state that allows fishing of the striped bass species during spawning season and in spawning areas during spawning season; and

**WHEREAS**, the NCDMF data shows catch and release mortality in the Roanoke River Management area (RRMA) as 182,481 dead discards since 1997, while there have been only 53,880 in the Albemarle Sound Management Area (ASMA) since 1997; and

**WHEREAS**, the ASMA is 667,674 acres with a six-month season that is not during the spawning season, and the RRMA is 6,420 acres with a one-three week season that is during and on the spawning grounds; and

**WHEREAS**, the RRMA catch and release is March 1 through June 30 with an open harvest April 24 through April 30, and spawning season for the striped bass is March through April; and

**WHEREAS**, the ASMA's six-month season quota was cut in 2021 by 81.376 percent and finished the season at 4,546 pounds under quota, while the RRMA's 1-week season went 14,742 pounds over quota.

**THEREFORE, BE IT RESOLVED**, that the Pasquotank County Board of Commissioners hereby endorses shifting a greater allocation of the striped bass quota to the ASMA in order to protect and preserve the striped bass stock – thus, increasing the striped bass species' chances of spawning and growing the stock.

This the 7<sup>th</sup> day of March, 2022.

*f. Approval of Growing Rural Economies with Access to Technology (GREAT) Broadband Grant Application*

Ted Hankins has presented three options for deploying broadband services to some of the unserved areas in the County using GREAT grant funding to assist with the project. The options would provide up to 950 residences with broadband service. The GREAT Grant program is administered by the N.C. Department of Information Technology's (NCDIT) Division of Broadband and Digital Equity. The program provides matching grants to broadband providers and electric membership cooperatives that compete for funding to expand access to high-speed internet service to unserved areas of all counties across the state. The Finance Committee has recommended approval of the following:

- Approval of Planned Build Option 3 using up to \$150,000 of the County's American Rescue Plan (ARP) funds as matching funds;
- Authorization to send a letter of support of the GREAT grant application; and
- Authorize the County Manager and County Attorney to finalize a Memorandum of Understanding (MOU) with Lumen with a not to exceed \$150,000 match.

*g. Approval of Proposed Fee Schedule for Elizabeth City/Pasquotank County Parks and Recreation*

The Finance Committee has recommended approval of the following proposed fee schedule for Parks and Recreation. Elizabeth City Council passed the fee schedule at their March 14, 2022 meeting.

### Senior Center

Participant	Participation Fee	Non Resident Fee	Total
Resident	\$5 per quarter	N/A	\$20
Non-Resident	\$5 per quarter	\$25 annually	\$45

### ECPC Parks and Recreation Rental Fees

#### Knobbs Creek Recreation Center

Room	Current Fee	Proposed Fee	Capacity	Notes	
Clubroom	\$40 per use	\$50/per hr.	120 max	Includes kitchen	2 hr. min.
Classroom 1		\$20/per hr.	25 max	(Dance Rm)	2 hr. min.
Classroom 2		\$20/per hr.	25 max	(Art Rm w/sink)	2 hr. min.
Classroom 3		\$20/per hr.	25 max	(Art Rm w/sink)	2 hr. min.
Conference Rm		Internal only	16 max		2 hr. min.
Gymnasium	\$250 per use \$500 per use	\$75/per hr. \$150/per hr.	400 max	No admission fees W/admission fees Liability Ins. required	2 hr. min.

*Rental hours: Mon.-Thurs. 9:00am-8:00pm, Fri. 8:00am-6:00pm, Sat. 9:00am-1:00pm*

*After hour time frames: Fri. 6:00pm-11pm, Sat. 1:00pm-11:00pm, Sun. 9:00am-6pm*

*\*Proposed - After hour fees: \$25.00 per hour (3 hr. min.)*

*\*Proposed - Out of county fee; \$25.00 per rental*

*\*Current - Per Use; all day, no specific time frame*

#### Shelter and Park Rentals

Location	Current Fee	Proposed Fee	Capacity	Rest Room
Mariners Wharf Park	\$75 a day	\$200 (4 hrs.)		Y
Waterfront Park Pavilion only	\$75 a day NA	\$200 (4 hrs.) \$75 (4 hrs.)		N
Coast Guard Park	NA	\$40 (1p-7p)	50 max	N
Charles Creek Shelter	\$70 (\$20 key refundable)	\$85 (10a-7p)	96 max	Y
Dog Corner Shelter	\$150 (\$20 key refundable)	\$75 (10a-7p)	58 max	Y
Fun Junktion: (A & B)  (A or B) (A or B)	\$100 for ½ day or \$150 a day (\$25 refundable clean up fee)	\$95 (10a-7p) \$175 (10a-7p)  \$50 (10a-2p/3p-7p)	160 max  80 max 80 max	Y
Gosnold Park (Sunset)	NA	\$0 (Reservation Required 20+)		N
River Road Pavilion	NA	\$40 (10a-7p)	48 max	Y
South Park Pavilion	NA	\$40 (10a-7p)	48 max	Y

*Rental Hours: 10a-7p (April 1 – October 1)*

*\*Proposed - Out of county fee; \$25.00 per rental\**

#### Athletic Field Rentals

Location	Current Fee	Proposed Fee	Dimensions	
Holmes Field-Baseball	\$75 a day	\$25 per hr. / \$100 half day (up to 6hrs)		Y, limited
Enfield Park-Softball		\$25 per hr. / \$100 half day (up to 6hrs)		Y
<u>Field 1</u>	\$75 a day			
<u>Field 2</u>	\$75 a day			
<u>Field 3</u>	\$75 a day			
<u>River Rd-Soccer</u>		\$25 per hr. / \$100 half day (up to 6hrs)		Y
<u>Field 1</u>	\$75 a day			
<u>Field 2</u>	\$75 a day			
<u>Field 3</u>	\$75 a day			
<u>Field 4</u>	\$75 a day			

Field 5	\$75 a day			
PAL Field-Football	NA	\$25 per hr. / \$100 half day (up to 6hrs)		N

*\*Proposed - \*Game Day – Field Support - \$30.00 per field*

*\*Current – Lights \$25.00 per hr. per field; No field support fee\**

*h. Approval to Surplus and Scrap County Owned Property*

The Sheriff’s Office has a 2003 Honda Odyssey Van that was seized by the Narcotics Unit. The vehicle has a hidden trap used to hide and transport narcotics. As a result, it cannot be sold because it would violate federal law. The Sheriff’s Office is requesting approval to surplus and scrap the vehicle. Metal prices are up at this time, and it would be a good time to scrap the vehicle. The Finance Committee has recommended approval of the request to surplus the 2003 Honda Odyssey Van and sale it as scrap.

*i. Approval of Pasquotank-Camden EMS Field Training Officer Pay Differential*

The EMS Department is implementing a Field Training Evaluation Program (FTEP) to train and orient newly hired technicians. Skilled Field Training Officers (FTO’s) will be needed for the program. In addition, to the value derived from improved training, implementation will provide a career development opportunity that will aid recruiting and retention of EMS personnel. PCEMS proposed a .50 per hour shift differential to compensate the employees for the additional responsibilities. The estimated cost for the remainder of Fiscal Year 2021-22 is \$3,731, which will be absorbed within the PCEMS budget using salary vacancy funds. The Finance Committee has recommended approval of the .50 per hour shift differential to compensate Field Training Officers.

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

**6. REPORTS FROM COMMISSIONERS:**

Commissioner Meads attended the monthly Solid Waste/Landfill Committee meeting.

Commissioner Overman reported that he had no meetings since the Board last met.

Commissioner Lavin attended a traffic safety community meeting in Newland. It was well attended. They touched on plans to try to curb speeding in the area, as well as drainage and road conditions on Millpond Road and Brothers Lane. With the recent rains, all of the drainage issues have been brought to the forefront. Some of the citizens in attendance plan to attend some of the upcoming Drainage Committee meetings and Board of Commissioners’ meetings. He looks forward to the follow-up meeting with NCDOT regarding some of these issues.

Vice-Chairman Jordan stated that he has been very busy the last couple of weeks. He attended the Northern Region Advisory Board meeting, the ECSU Founder’s Day event, the Chamber of Commerce Board meeting, the EDC meeting, the Solid Waste/Landfill Committee meeting, the Jail Board meeting, United Way Keel Club Event, and he and Commissioner Perry attended a meeting at COA. Senator Steinburg was in attendance. They are trying to get more support for the simulation lab.

Commissioner Perry reported that he had no meetings since the last Board meeting. He thanked everyone who voted to take a look at possible ways the Board can restructure.

Chairman Griffin noted that budget meetings will be scheduled in the near future. Mr. Hammett stated that the first budget meeting will be on May 2<sup>nd</sup>.

Chairman Griffin reported that COA is working with the legislature to secure funding for the Allied Services Program. He stated that the Coast Guard Marathon was a great event, and it looks like the Potato Festival is a go for this year.

**7. CLOSED SESSION TO HEAR OR INVESTIGATE A COMPLAINT, CHARGE, OR GRIEVANCE BY OR AGAINST A PUBLIC OFFICER OR EMPLOYEE:**

Chairman Griffin asked for a motion to enter Closed Session to hear or investigate a complaint, charge or grievance by or against a public officer or employee.

Motion was made by Charles Jordan, seconded by Jonathan Meads that the Board enter Closed Session to hear or investigate a complaint, charge or grievance by or against a public officer or employee. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Sean Lavin, seconded by Charles Jordan to return to Regular Session. The motion carried unanimously.

There being nothing further to come before the Board;

Motion was made by Jonathan Meads, seconded by Cecil Perry to adjourn the meeting. The motion carried and the meeting was adjourned at 6:30 PM.

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CHAIRMAN

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CLERK TO THE BOARD