

**PASQUOTANK COUNTY, NORTH CAROLINA**  
**APRIL 4, 2022**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, April 4, 2022 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:** Lloyd E. Griffin, III, Chairman  
Charles H. Jordan, Vice-Chairman  
William “Bill” Sterritt  
Barry Overman  
Sean Lavin  
Jonathan Meads

**MEMBERS ABSENT:** Cecil Perry

**OTHERS PRESENT:** Sparty Hammett, County Manager  
R. Michael Cox, County Attorney  
Tommy Wooten, Sheriff  
Aaron Wallio, Major  
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Lloyd Griffin. Commissioner Barry Overman 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 Northern (Newland) Park Master Plan; 2) Approval of Sale of Surplus Property at 333 Winfall Boulevard; and 3) Approval of purchase of QRV Vehicle, Performance Management software, and associated budget amendment.

County Manager Hammett requested Item 8C - Request for Local Legislation for Citizens Advisory Council - be removed from New Business.

Motion was made by Charles Jordan, seconded by Sean Lavin to amend the agenda to add Items #1-3 to the Consent Agenda and remove Item 8C from New Business. The motion carried unanimously.

**2. COMMENTS BY SHANNON HAMOR:**

Chairman Griffin recognized Shannon Hamor to address the Board. Ms. Hamor spoke in opposition of restructuring. She said she is more concerned about there being no female representation.

**3. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

*a. Approval of Minutes of March 21, 2022 Commissioner Meeting*

*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.	Donald C. & Patricia Cherry	346.50	333.00
2.	Elizabeth City NC Downtown	990.22	951.64
3.	John B. & Blanche Neal	518.68	432.16
4.	Pelican Pointe Assoc. Inc.	209.44	201.28
5.	Pelican Pointe Assoc. Inc.	209.44	201.28
6.	Pelican Pointe Assoc. Inc.	269.50	259.00
7.	Pelican Pointe Assoc. Inc.	208.67	200.54
8.	Pelican Pointe Assoc. Inc.	208.67	200.54

9.	The Village I Inc.	208.67	200.54
10.	Pelican Pointe Assoc. Inc.	208.67	200.54
11.	Pelican Pointe Assoc. Inc.	208.67	200.54
12.	Pelican Pointe Assoc. Inc.	208.67	200.54
13.	Primo Water Operation Inc.	51.92	49.89
14.	Brandon Ray Cartwright (2020)	127.05	
15.	Brandon Ray Cartwright (2021)	114.34	
16.	Coastal Park Town Homes LLC	1,247.92	1,199.30

**Tax Refunds**

		County	City
1.	Coley Roy Brickhouse	357.69	
2.	Daniel B. Honaker	180.80	188.75
3.	Takisha Valtredda Locke		333.13
4.	Herman L. Bunch Jr.	261.50	185.00
5.	Ayanna Alexis Jones	132.29	127.53
6.	LOWE'S Home Centers Inc. #347	19,130.58	16,273.42
7.	LOWE'S Home Centers Inc. #347	19,130.58	18,385.23

**Solid Waste Fee Releases**

		Parcel ID #	Reason for Release
1.	Lora Ann & Wayne Barclift	P63-39	Vacant
2.	Elizabeth Barnes	33-B-427B	Vacant
3.	Gladys Daniels	P127-14	Vacant
4.	G6 Farms LLC	P91-27	Vacant
5.	G6 Farms LLC	P90-33	Vacant
6.	Raymond M. Godfrey Jr.	P34-9	Vacant
7.	Raymond M. Godfrey Jr.	P33-35	Vacant
8.	Raymond M. Godfrey Jr.	P60-26	Vacant
9.	Demetrius A. Holley	12-C-1	Vacant
10.	Gail & James D. Lamb	P80-2F	Vacant
11.	Betsy Smithson Meads	12-E-6	Vacant
12.	Terry Brent & Teleda Meads	P6-21A	Vacant
13.	Evelyn B. Poole Etal	P98-15	Vacant
14.	Paul & Charlotte Pureza	4-A-8A	Vacant
15.	Nancy Sample LF. Est.	P90-24E	Vacant
16.	Carl Waybright & Carol Winkler	P133A-76 & 77	Vacant
17.	Carl Waybright & Carol Winkler	P133-5	Vacant
18.	Dildra Lax	26-B-32	Vacant
19.	Dildra Lax	26-B-4	Vacant
20.	Jeanette McMurren Heirs	26-E-10	Vacant

**Solid Waste Fee Refunds**

		Parcel ID #	Reason for Release
1.	Reubin B. & Avis D. Houston	21-F-16	Vacant
2.	Reubin & Avis Houston	23-S-1	Vacant
3.	Reubin B. & Avis Houston	25-G-59-60	Vacant
4.	Reubin B. & Avis Houston	29.D-38	Vacant

*c. Approval of Budget Amendments*

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

**DSS**

Decrease	011.5310.5310.00	Travel	7,000.00
Increase	011.5310.5500.00	Capital Outlay	7,000.00

Emergency Medical Services

Decrease	010.4370.5186.00	Workers Comp	9,500.00
Increase	010.4370.5260.00	Office Supplies	5,000.00
Increase	010.4370.5400.00	Rent	4,500.00

*d. Adoption of Resolution for NC Department of Commerce to Retain Boundaries for Northeastern Local Workforce Development Area*

The Board previously provided consensus to approve the following resolution supporting the NC Department of Commerce retaining boundaries for Northeastern Local Workforce Development area:

**RESOLUTION OF THE PASQUOTANK COUNTY BOARD OF COMMISSIONERS REQUESTING THE NORTH CAROLINA DEPARTMENT OF COMMERCE, NC WORKS COMMISSION TO RETAIN BOUNDARIES FOR THE NORTHEASTERN LOCAL WORKFORCE DEVELOPMENT AREA**

WHEREAS, the Northeastern Local Workforce Development Area is the designated planning and administrative area for receipt of funds allocated under the Workforce Innovation and Opportunity Act for Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington Counties; and

WHEREAS, the Northeastern Local Workforce Development Board purpose and work is to improve the development area’s workforce infrastructure and provide area job seekers and employers with the ability to compete in the global economy; and

WHEREAS, a committee of the North Carolina Works Commission is recommending the realignment of existing Workforce Development Areas “in order to promote alignment with economic development activities in the state” or within Prosperity Zones; and

WHEREAS, Pasquotank County is informed that if realigned, the Northeastern Local Workforce Development Area counties will be in a Workforce Development Area that will be administered from Greenville, North Carolina and a Prosperity Zone unfamiliar, dissimilar and remote to Pasquotank County’s current Workforce Area; and

WHEREAS, Pasquotank County has a long-established relationship with the counties in its Workforce Area working cooperatively for decades to resolve regional issues; and

WHEREAS, Pasquotank County and its citizens have suffered the loss of effective programs and services when other “realignments” occurred in regional partnerships such as the merger of the Northeast Commission with the Mid-East Commission, the merger of Albemarle Mental Health Agency with Trillium as in those instances the successor agencies lose interest in servicing Northeastern North Carolina; and

WHEREAS, without common community growth patterns anchored by metropolitan and micropolitan statistical areas, shared labor pools, commuting patterns, coordinated economic strategies, and regional alignment with state and federal programs and services it can be expected the value and work of the Northeastern Local Workforce Development Area merged with another Work Area or Prosperity Zone will be insufficient to meet a Work Force Development Area mission.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for Pasquotank County, North Carolina that:

Section 1: Pasquotank County does not support any final recommendation from the North Carolina Works Commission which calls for the separation of counties from the Northeastern Workforce Development Area, merges those counties into a larger area or consolidates other Local Workforce Development Areas in the Northeastern Workforce Development Area.

Section 2. The Clerk to the Board of Commissioners is directed to forward a copy of this resolution to the North Carolina Works Commission, Senator Bob Steinburg, Representative Bobby Hanig and the counties comprising the Northeastern Workforce Development Area.

Section 3. This resolution is effective upon its adoption.

This the 4<sup>th</sup> day of April, 2022.

*e. Approval of Northern (Newland) Park Master Plan*

The Finance Committee has recommended approval of the Northern (Newland) Park PARTF Master Plan designed by Benesch & Company.

*f. Approval of Sale of Surplus Property at 333 Winfall Boulevard*

On February 7<sup>th</sup>, the Board proposed to accept a bid in the amount of \$135,000 for surplus property located at 333 Winfall Boulevard. Since that time, additional bids were received, with a final bid of \$156,437 submitted by Danielle Bartlett. The upset bid was advertised and we did not receive any further bids during the 10-day upset bid period. The Finance Committee has recommended approval to sell the property to Ms. Bartlett for \$156,437.

*g. Approval of Purchase of QRV Vehicle, Performance Management Software, and Associated Budget Amendment*

The Finance Committee has recommended approval to purchase a Quick Response Vehicle (\$40,600) and Agency360 Performance Management Software (\$5,300) for the Tiered Response Plan for EMS, and approval of the associated budget amendments below.

Decrease	010.6900.5991.00	Contingency	40,600.00
Increase	010.4370.5500.00	Capital Outlay	40,600.00
Decrease	010.6900.5991.00	Contingency	5,300.00
Increase	010.4370.5500.00	Capital Outlay	5,300.00

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

**4. POLICE2PEACE COMMUNITY LISTENING SESSIONS PRESENTATION:**

Lisa Broderick, Executive Director of Police2Peace presented (via Zoom) the results from the Community Listening Sessions held for the Pasquotank Peace Initiative.

**5. CITIZENS' ADVISORY COUNCIL INTRODUCTION:**

County Manager Sparty Hammett stated that the Citizens' Advisory Council Task Force is excited to announce the formation of the Pasquotank County Citizens' Advisory Council. The CAC Task Force included Pasquotank County Sheriff's Office Major Aaron Wallio; Pasquotank NAACP President Keith Rivers; and himself. They spent six months researching best practices for councils or boards that review law enforcement complaints; reviewing selected councils in detail, analyzing the constraints of North Carolina laws, and selecting the initial members of the CAC. After completion, he feels that every city and county should have a Citizens' Advisory Council.

Mr. Hammett noted that the 2015 President's Task Force on 21<sup>st</sup> Century Policing found that "some form of civilian oversight of law enforcement is important in order to strengthen trust with the community. Every community should define the appropriate form and structure of civilian oversight to meet the needs of that community." He said the 13-member Council is representative of Pasquotank County; and is inclusive. Members represent the following categories: representatives from the four Commissioner Districts; faith leaders; NAACP representative; mental health provider; attorney; former law enforcement; and representative of the LGBTQ community.

Mr. Hammett said the CAC will have a broad scope of responsibilities. The responsibilities will include: reviewing citizen's complaints against deputies and/or employees of the Sheriff's Office; hear appeals/grievances from the Sheriff's Office employees concerning disciplinary actions against deputies and/or employees; review internal policies and procedures of the Sheriff's Office; participate in the hiring process; provide a community voice/representation to the Sheriff's Office; help to promote public awareness about policing; provide input on new Sheriff's Office programs/initiatives; and provide input on current law enforcement issues/concerns. All will be conducted within pre-defined processes and legal guidelines.

The next steps of the CAC will include an introductory meeting to be scheduled in the next month, development of a training and orientation program, and the pursuit of local legislation that will allow the CAC to review complaints.

The goal of the Pasquotank County Peace Initiative was to develop a practical, lasting framework for inclusive community engagement that reimagines public safety in the County, paying particular attention to strengthening relationships between all community members. The implementation of the Citizens' Advisory Council will establish an ongoing community presence to provide an opportunity for input and open dialogue with the Sheriff's Office.

Mr. Hammett called on Clerk to the Board Lynn Scott to announce the CAC members and have them come forward. Ms. Scott called on:

- Ben Barnhill, Northern Pasquotank
- LaShonda Dance, Northern Pasquotank
- Barry Doebert, Southern Pasquotank
- Walter Godfrey, Southern Pasquotank
- Robbie Goodman, Central Pasquotank
- Michael Harrell, Central Pasquotank
- Christopher Harty; Central Pasquotank
- Ashley Mitchell, Northern Pasquotank
- Scott Neal, Southern Pasquotank
- Jamaul Riddick, Southern Pasquotank
- Tony Spence, Northern Pasquotank
- Adam Swain, Central Pasquotank
- Angela Welsh, Southern Pasquotank

Mr. Rivers stated that he would like to give credit to the County Commissioners for supporting this effort financially and from their hearts. He feels it is a step in the right direction. He is very excited about the CAC. It is the first of its kind in the state. He commended the County Manager, noting that he put in a lot of work. Over the course of time, the task force has bonded, which shows what can happen when individuals communicate.

Major Wallio stated that the task force worked very well together. He said he thinks the CAC can do wonders for Pasquotank County.

Commissioner Overman thanked the members for attending tonight's meeting and the work they will be doing for the community moving forward. He said he appreciates those that do not agree with him as much as he does the ones that do, because it makes him realize what is important to them.

Commissioner Lavin said he knows there has been a lot of work and effort put into this. He said he received some feedback from people who wanted to be involved, but felt they were not informed on when the meetings were happening. He thinks we could have done a little better job communicating. Other than that, he thinks there are some things that can come out of this.

Vice-Chairman Jordan said he is looking forward to some positive things coming out of this. He thanked the members for their time.

Chairman Griffin thanked the County Manager, Mr. Rivers, and Major Wallio for their work, noting that it took a good part of their winter to organize this group. He said the council has the opportunity to help our Sheriff's Office to be a better office, as well as be an outreach into our community. He said Police2Peace has helped law enforcement relations throughout the country.

## **6. REQUEST TO ACQUIRE ASSESSMENT TRAINING LIABILITY & ACCOUNTABILITY SYSTEM (ATLAS) BODY CAMERA SOFTWARE:**

Major Wallio explained that he, Sheriff Wooten, and Chief Deputy Fogg met virtually with Jonathan Parham to discuss the ATLAS software. ATLAS is a performance management software that allows law enforcement agencies to objectively review an officer's body-worn camera video footage and measure officer-actions against agency's best practices. Performance is rated using proprietary Key Performance Indicators (KPIs), supervisory "Next Steps" are identified, and incident reports are forwarded to the individual officer for transparency and to encourage communication between supervisor and subordinate. The data that results from supervisory review is then used to guide organizational decision-making.

Major Wallio stated that use of the software will be provided at no cost to the County for the first year. He said this software will only make good cops better, which is what it's all about. Mr. Hammett said the annual cost after one year will be approximately \$4,800.

Sheriff Wooten said it is a very good program. He said there are four sergeants on each shift. Instead of having Major Wallio, Chief Deputy Fogg, or Captain McKecuen keep up with the videos, there will be specific storage for the footage and a way to have calculated data. Each sergeant will be responsible for reviewing the body camera footage after each twelve hour shift

to see if there are things that could be done better. He said the law is already dictating that they do this kind of stuff, but this is much better technology to help them do it.

Motion was made by Barry Overman, seconded by Sean Lavin to approve the Sheriff's Office acquiring the Assessment Training Liability & Accountability System (ATLAS) Body Camera Software at no cost to the County for the first year. The motion carried unanimously.

**7. COUNTY MANAGER'S REPORT:**

County Manager Hammett reviewed the following proposed budget meeting schedule:

- May 2, 2022 – 2:30-4:00 PM – COA, ECPPS, Solid Waste, Utilities
- May 16, 2022 – 2:30-4:00 PM – General Fund
- May 23, 2022 (tentative) – 4:00 PM

**8. REPORTS FROM COMMISSIONERS:**

Commissioner Sterritt attended the monthly SPCA meeting. He reported that they will be asking for a \$10,000 increase in their allocation from the County in the upcoming budget. Their average pay is \$9 per hour, and the increase will be used for salaries. County Manager Hammett stated that the increase will be in his recommended budget.

Commissioner Sterritt also attended the Community Relations Commissions meeting. Only three members attended in person. Two attended via Zoom. He said they are under the impression that when the CRC is transformed their chairman will become paid. He said that is not true. He said the County Manager plans to find a current employee to supervise the group. Mr. Hammett said the plan is for both the City and County to have a liaison on the Human Relations Commission and each will provide some staff support. For the County, that will be one of the functions of the Assistant County Manager position that we are going to start recruiting for. Commissioner Sterritt said he suggested to the CRC that they work on homelessness.

Commissioner Meads attended the Utilities Committee meeting today. The committee was updated on current projects.

Commissioner Overman reported that the Appointments Committee met this afternoon and would like to nominate Shannon Baylor-Henderson as the joint appointee on the Parks & Recreation Board. The City of Elizabeth City has already approved Ms. Henderson's appointment. If the Board accepts the nomination, her appointment will need to lie over for two weeks to allow for additional applications.

Motion was made by Barry Overman, seconded by Charles Jordan to accept the nomination of Shannon Baylor-Henderson as the joint appointee to the Parks & Recreation Board. The appointment will need to lie over for two weeks. The motion carried unanimously.

Commissioner Overman attended the Joint Planning Board and Board of Commissioner meeting, and noted that it was a very good meeting. He attended the Tourism Development Authority meeting. Corrina Ruffieux will be attending an upcoming meeting to provide an update of activities, including the Coast Guard Marathon. Additionally, he attended the monthly DSS meeting.

Commissioner Lavin noted that there has been a lot of discussion around Workforce Development lately. Today, with his day job, he continued discussions with some stakeholders who are very interested in expending the defense industrial base. They are thinking that this area of Northeast North Carolina is a great place to be. He will continue to work those discussions. This coming weekend he will be participating in three different events: the Viking Pitch Event at ECSU, which is a shark tank style business event; the NEAAAT Science Expo; and the opening day for Parks & Recreation youth baseball.

Commissioner Lavin provided a PowerPoint presentation about the services offered by Elizabeth City Downtown, Inc., grants they have received, and revenue they bring into the County.

Vice-Chairman Jordan attended the Joint Planning Board and Board of Commissioners meeting. He also attended the Drainage Committee meeting. He stated that the responsibilities of the Drainage Committee keep increasing. A large number of people from Millpond Road and Brother's Lane attended the meeting. They have some real concerns about flooding in their area. Mr. Dwane Hinson met with the citizens to discuss the issue. Mr. Hinson will bring a plan back to the Drainage Committee in the future. The citizens who attended have formed a committee that will be obtaining data that can be used in the future. He also attended a ribbon cutting for Skin Goals. He noted that downtown was really busy.

Chairman Griffin stated that realignment of the Workforce Development is moving forward, which will have a major impact on our community. The remainder of his meetings are scheduled in the next couple weeks.

There being nothing further to come before the Board;

Motion was made by Jonathan Meads, seconded by Barry Overman to adjourn the meeting. The motion carried and the meeting was adjourned at 7:00 PM.

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CHAIRMAN

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CLERK TO THE BOARD