

**PASQUOTANK COUNTY, NORTH CAROLINA
APRIL 15, 2013**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, April 15, 2013 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT:

Jeff Dixon, Chairman
Joseph S. Winslow, Jr., Vice-Chairman
Dr. William R. Sterritt
Gary G. White
Frankie Meads

MEMBERS ABSENT:

Lloyd E. Griffin, III (*Out of Town*)
Cecil Perry (*Out of Town*)

OTHERS PRESENT:

Randy Keaton, County Manager
Rodney Bunch, Assistant County Manager
R. Michael Cox, County Attorney
Karen Jennings, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Jeff Dixon. Mr. Josh Armstrong, Youth Pastor at Shiloh Baptist Church, gave the invocation and Vice-Chairman Joe Winslow led in the Pledge of Allegiance to the American Flag. Chairman Dixon welcomed everyone and introduced the guests in attendance.

1. COMMENTS FROM SUSAN MATOUSEK:

Chairman Dixon recognized Ms. Susan Matousek to address the Board. Ms. Matousek stated that she has been a victim of hate crimes and she has asked judges to investigate the discrimination and housing issues she has had in Queenswood Subdivision. She said she has been discriminated against in the public library and in numerous court offices. She stated that she paid \$11,000 in bonds for crimes she did not commit. She said she is tired of people violating her rights and she said everyone should study the Bill of Rights.

2. PRESENTATION BY DR. KANDI DEITEMEYER:

Chairman Dixon called on Dr. Kandi Deitemeyer, President of College of The Albemarle, to make a presentation. Dr. Deitemeyer introduced members of the Board of Trustees of College of The Albemarle as well as staff members. She said she would like to thank County Manager Randy Keaton for his years of service and all he has done for COA. She stated that he enabled her to get a good start at COA and has always been willing to answer her questions. Dr. Deitemeyer stated that COA is committed to excellence because it has a tremendous group of citizens who count on COA each and every day. She said COA has a great faculty and staff who are dedicated to what they do and have been for over 50 years. She explained that recently the system office completed performance measures and on the eight performance measures COA was rated exceptional for the past year, and only 16 of the 58 institutions received that rating. She said it is important to note that 89% of their students and 100% of their nursing students are passing standardized tests. Dr. Deitemeyer noted that COA's transfer students do better than most students who leave high school and go off to a university. She said COA ranks fifth out of the 58 community colleges for students who go to COA and receive developmental education who are then able to complete a college level course in the same area. Dr. Deitemeyer called on COA student Travis Hunter to tell his story. She said Travis is President of the Student Government and was one of the cast members in "Fiddler on the Roof".

Mr. Hunter explained that he is an Associate of Arts student at COA and will be graduating this spring. He said in the summer of 2011 he was in the mall and picked up a brochure on COA. He said he called the number on the brochure and asked how he could apply. He met with an advisor who guided him to take the right classes, and they worked out a schedule that allowed him to take online classes while working two jobs and going to school. He said he made the Dean's list in December 2011 and in the spring of 2012 he was inducted into Phi Beta Kappa. He stated that his public speaking instructor suggested that he take part in a video production which launched him to new platforms at COA which has allowed him to meet and interact with several community members and leaders. He said he was also selected as an Ambassador for

College of The Albemarle which gives him full tuition and allows him to focus more on his studies and his future. Mr. Hunter stated that COA is truly an exceptional institution.

Dr. Deitemeyer advised that 1,055 of the 3,785 curriculum students enrolled at COA are from Pasquotank County. She said there is a lot of support involved in making sure a student can complete his education. She advised that COA gave about \$130,000 to its students in scholarships last year through its Foundation. She said 493 Pasquotank County students received financial aid awards last year totaling \$1.6 million. She stated that COA could not do what it does every day without the support of the Board of Commissioners. She explained that the bookstore was relocated this past year; the student center is the next project for renovation and expansion; the welding center is being renovated and expanded through grant funds; and the Board of Trustees has approved hiring an architect to design the library renovation which is badly needed.

Dr. Deitemeyer introduced William Norrell, a former student at COA who is now at UNC-Chapel Hill. She stated that William was an ambassador, an athlete, and received the North Carolina Community College System Excellence Award for COA. Mr. Norrell said when he enrolled at COA he had two main goals: 1) to play college baseball; and 2) to attend UNC-Chapel Hill. He said his advisor at COA, Mr. John Wells, gave him hope that he could go from COA to UNC and could play college baseball along the way as well. He said he served as a student ambassador and was able to give tours of the campus and speak on and off campus about his time at COA. He stated that he had a positive experience with every professor he had at COA. He said one professor in particular sparked his interest in political science and law. He stated that he plans to attend UNC-Chapel Hill law school once he completes his undergraduate studies at UNC. Mr. Norrell said during his time at COA he was able to play baseball and it has opened up a lot of doors for him at UNC this year. He stated that now he is also able to give tours to recruits across UNC's campus. He said the opportunities he had at COA are providing opportunities at UNC that he never could have imagined. He added that he is very thankful for the time he had at COA and UNC and is very excited for the years to come.

Dr. Deitemeyer stated that the COA Board of Trustees has put together a new strategic plan with some new goals and new directives. She said COA's vision is to become a premiere college, to inspire excellence, to transform people's lives, and to have a huge impact on this region. She thanked the Board for all it does for COA. The Board thanked Dr. Deitemeyer for her presentation. Chairman Dixon stated that the Board would like to give COA all the money it asks for and tried to get the additional sales tax passed this year, but the referendum was unsuccessful. He said it is hoped that eventually the state will provide the county with a revenue stream that could all go back to the community college. Dr. Deitemeyer noted that some communities have been very successful passing a quarter-cent sales tax. She offered her assistance in telling COA's story if the Board wants to pursue the sales tax further.

3. COMMENTS FROM MATT WOOD:

Chairman Dixon recognized COA Board Member and former County Commissioner Matt Wood. Mr. Wood stated that he sat on the Board of Commissioners for 12 years and he can say that every single day for those 12 years, he never had a lack of confidence in County Manager Randy Keaton because of his honesty, integrity, and professionalism that should be the envy of anybody who works for the county or in any other walk of life. He said Mr. Keaton will be leaving with his head high and he is honored to have been his colleague during the 12 years he was a County Commissioner.

Chairman Dixon noted that tonight is Mr. Keaton's last official Commissioner meeting after more than 25 years.

4. AMENDMENTS TO THE AGENDA:

Chairman Dixon asked if there were any amendments to the agenda. Finance Committee Chairman Joe Winslow recommended that the agenda be amended to add the following items recommended by the Finance Committee today: 1) Approval of budget amendments; 2) Approval of amendment to payment policy for one-time payments to employees; 3) Approval of recommendation for the EMS Department to continue non-emergency transport service and to fund \$308,000 for new equipment and improvements; and 4) Approval of change order in the amount of \$7,500 for the landfill contractor.

Motion was made by Joe Winslow, seconded by Gary White to amend the agenda to add items #1 thru #4 above to the Consent Agenda. The motion carried.

Chairman Dixon requested that a Closed Session be added at the end of the meeting to discuss a personnel matter.

Motion was made by Gary White, seconded by Joe Winslow to add a Closed Session to discuss a personnel matter at the end of the meeting. The motion carried.

5. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

- a. Approval of Minutes of March 27, April 1 and April 3, 2013 Commissioner Meetings
- b. Approval of Tax Releases and Refunds
The Finance Committee has recommended approval of the following tax releases, refunds and solid waste fee releases and refunds:

Releases:

		County	City
1.	Robert G. Brothers, Jr.	134.13	
2.	Mathew Alan Malo	123.81	
3.	Gregory Lewis Vick	142.23	
4.	John Genty Beck II	112.72	94.99
5.	Robert L. Washington	620.62	
6.	Scott R. & Melody Osborne	932.48	740.75
7.	Coastal Women's Clinic Ltd.	1,729.92	1,381.15
8.	Jan. R. & Cynthia Warrick Jasper		180.00
9.	David Kevin Mann	103.66	
10.	Ryan James Swaoger	116.99	
11.	Timothy Owen Dickman	131.63	
12.	Gay Neil Eubanks	146.57	122.02
13.	Kyle Andrew Kinser	104.28	88.26
14.	William Henry Dube	146.63	
15.	David Earl Johnston	200.76	165.28
16.	Chad Allen Schmidt	135.22	112.96

Refunds:

1.	Erik James Wyrick	118.06	
2.	Robert L. Washington	342.10	
3.	Robert L. Washington	363.87	
4.	Robert L. Washington	376.31	
5.	Robert L. Washington	620.62	

Solid Waste Releases:

Owner's Name	Parcel ID Number	Reason for Release
Andrea Gonzalez	39-B-40	House vacant 4 years

- c. Approval of Budget Amendments

The Finance Committee has recommended that the Board approve the following budget amendments:

PUBLIC BUILDINGS

Decrease	010.6900.5991.00	Contingency	18,000.00
Increase	010.4190.5351.01	Maintenance-Edgewood Center	18,000.00
Decrease	010.6900.5991.00	Contingency	6,057.61
Increase	010.0110.4111.12	Ad Valorem Taxes - '12	13,143.00
Increase	010.4190.5351.01	Maintenance-Edgewood Center	19,200.61

The Finance Committee, at its meeting today, recommended approval of the following additional budget amendments:

E911

Increase	022.0991.4991.00	Fund Balance Appropriated	164,000.00
Increase	022.4328.5500.00	Capital Outlay	164,000.00

EMS

Increase	010.0400.4437.00	Revenue for Services	38,000.00
Increase	010.4370.5500.00	Capital Outlay	38,000.00

d. Appointment to Tourism Development Authority

The Appointments Committee has recommended the appointment of Georgene Falcon to the Tourism Development Authority. The Board has previously been provided a copy of her application.

e. Approval of One-time Payment for Part-time Employees

The Finance Committee has recommended that the Board approve an amendment to the payment policy for one-time payments to employees for the current fiscal year. Several employees who have worked for the county for a number of years fall just below the 15 hour threshold, but have worked consistent weekly hours as part-time employees. This affects 14 employees in five different departments. The Finance Committee has recommended an amendment to the payment policy to replace the 15 hour threshold with "consistent weekly hours" which would allow the 14 employees to receive the one-time payments at a total cost of \$3,375.

f. Approval of Recommendation to Continue EMS Transport Service

The Finance Committee has recommended approval of a recommendation from the EMS Board for the EMS Department to continue to provide the non-emergency transport service and to fund \$308,000 for new equipment and improvements.

g. Approval of Change Order for Landfill Contractor

The Finance Committee has recommended approval of a change order in the amount of \$7,500 for Stevenson Sand, Inc./R&D Excavating Company, Inc., contractors for the landfill, to repair an area of the pond approximately 97 feet x 197 feet. The work will involve excavating blue mud from the area and placing it on an adjacent field so that it can dry out and be available for reuse at a later time. Beneath the layer of blue mud is usable sand that is 10 to 14 feet deep that can be used on the landfill area. The change order would save about two acres of fill material that would otherwise be a lost resource of the county.

Motion was made by Joe Winslow, seconded by Gary White to approve the Consent Agenda as amended. The motion carried unanimously.

6. APPROVAL OF PROPOSAL FROM BOARD OF EDUCATION TO LEASE ACTIVITY BUSES:

The Board considered a proposal from the Board of Education to allow the school system to lease four activity buses over a five-year period with annual payments of \$76,169. The school system would then charge the various groups who use the activity buses \$1.25 per mile for the use of the buses. The Board had previously discussed this proposal at a work session on April 10th.

Motion was made by Gary White, seconded by William Sterritt to allow the Board of Education to move forward with a proposal to lease four activity buses over a five-year period and to charge \$1.25 per mile to the various groups that use the activity buses to generate funds to make the lease payments. The motion carried.

7. SPECIAL PRESENTATION TO COUNTY MANAGER RANDY KEATON:

Chairman Dixon stated that Randy Keaton has been the Pasquotank County Manager for 25 years and 11 months and will be retiring on April 30, 2013. He said over those 25 years the county has accomplished much under his leadership including:

- Establishment of 911 Central Communications
- Creation of the Planning Department
- Implementation of the county address system
- Adoption of countywide zoning

- Creation of the Solid Waste Department and the recycling/convenience centers that are established throughout the county
- Construction and funding for Fun Junktion
- Construction of the River Road Soccer Complex
- Construction of the South Park Sports Complex
- Construction of the Health & Social Services Building
- Construction of the Public Safety Building & Library
- Renovation of the former Library Building for the Tax, Register of Deeds and GIS Departments
- Construction of the new Albemarle District Jail
- Construction of a new state-of-the-art Reverse Osmosis Water Plant

Chairman Dixon stated that Randy Keaton is leaving a big footprint on Pasquotank County. He asked other members of the Board if they would like to make any comments about Mr. Keaton.

Commissioner Frankie Meads said he has known Mr. Keaton since he was a young man as well as his family. He stated that Mr. Keaton is from a good family and he thanked him for the time he has given to Pasquotank County. He added that he has not always agreed with him, but he appreciates him.

Vice-Chairman Joe Winslow stated that he has only been a Commissioner for about two and one-half years, but in that period of time he has worked with Mr. Keaton in some difficult situations and some that were not as difficult. He said Mr. Keaton has always performed his duties with dedication and professionalism that he admires. He stated that Mr. Keaton has many wonderful qualities and has been very intelligent in dealing with many issues that this county has faced. Vice-Chairman Winslow said he has thoroughly enjoyed working with Mr. Keaton and appreciates his work and his willingness to help each one of the Commissioners.

Commissioner William Sterritt stated that he would not like to leave out everything Mr. Keaton has done over the years for the public schools in the county as well as College of The Albemarle. He said he knows that School Superintendents Joe Peel, Tony Stewart, and Linwood Williams have appreciated his help over the years. He stated that the building program at COA would not have been possible without Mr. Keaton's encouragement. Commissioner Sterritt told Mr. Keaton that he has done an outstanding job realizing the needs of the public education institutions in this county and it is very much appreciated.

Commissioner Gary White stated that Mr. Keaton is very smart and he hates to lose all of the knowledge that is in his head after almost 26 years. He said he appreciates his service to the people of Pasquotank County and will miss him. Commissioner White added that he hopes he has not disappointed Mr. Keaton as a Commissioner. He wished Mr. Keaton the best in his future endeavors.

Chairman Dixon said he does not know how many County Managers have served a father and a son like Mr. Keaton has. He stated that his father had a lot of respect for Mr. Keaton and always said he was very knowledgeable. He said when he himself came on the Board nine years ago he saw what his father was talking about. He said Mr. Keaton is a walking encyclopedia when it comes to local government. Chairman Dixon stated that he respects the fact that when the Board has gotten out of line Mr. Keaton got them back in line. He said it has been an honor to be able to serve with Mr. Keaton nine years of the 25 years he has been County Manager.

Chairman Dixon called on Mr. Keaton to receive a plaque expressing the Board's gratitude for his assistance, guidance and leadership for the past twenty-five plus years as Pasquotank County Manager since June 1, 1987.

Mr. Keaton stated that a lot of people over the years have always said they would not want to have his job, however he has had a great job for the last 26 years. He said what has made it easy is the Commissioners he has worked with. He noted that he has worked with 28 different County Commissioners and 13 different Chairmen over the years. He stated that he has always enjoyed taking new Commissioners on tours of county facilities and letting the employees tell their story. He said the county has a lot of great staff which has always made his job easier. Mr. Keaton stated that he has always enjoyed his job as County Manager and cannot believe it has been almost 26 years. He thanked the Board and staff for their support and assistance over the years. He also thanked his Mom who was in attendance for her encouragement and support.

County Attorney Mike Cox stated that he would like to commend Mr. Keaton on his accomplishments as County Manager. He said he has learned from Mr. Keaton to take a shot, to have thick skin, and to move on.

Assistant County Manager Rodney Bunch stated that County Manager Randy Keaton impresses him so much in his work with personnel. He said he has had an opportunity to sit in with Mr. Keaton during the interview process and in discussions with employees, and Mr. Keaton has a way to make them feel at ease.

Clerk to the Board Karen Jennings stated that she began working as the County Manager's Secretary about six weeks before Mr. Keaton began as County Manager. She said it has been a pleasure to work with him for almost twenty-six years and she will miss him.

8. CALENDAR:

The Clerk reviewed the calendar of upcoming meetings and events.

9. REPORTS FROM COMMISSIONERS:

Commissioner William Sterritt reported that on April 24 the second community forum will be held at the Weeksville Lions Club on the possibility of restructuring the voting process for the election of County Commissioners. He said the third forum will be held in May and will probably be held at Ernest Sutton's church on Bell Street. He plans to have the fourth meeting at the Nixonton Ruritan Club and he would like for it to center around not only the topic, but the fact that this is a historical location and a County Commissioner meeting is being held there. He noted that in 1665 the North Carolina General Assembly met there, and the last formal public meeting at that location was in 1965 in celebration of 300 years of the General Assembly meeting there. He said a number of people in Elizabeth City were present at the 1965 meeting. Commissioner Sterritt stated that he hopes his fellow County Commissioners will be able to attend one or all three of those upcoming meetings.

Chairman Dixon advised that a joint city-county meeting will be held on Monday, April 29 and the city will be hosting the meeting.

10. CLOSED SESSION TO DISCUSS A PERSONNEL MATTER:

Chairman Dixon asked for a motion that the Board enter Closed Session to discuss a personnel matter. All staff were excused with the exception of the Assistant County Manager.

Motion was made by Gary White, seconded by Frankie Meads that the Board enter Closed Session to discuss a personnel matter. The motion carried.

Upon the end of Closed Session;

Motion was made by Gary White, seconded by Joe Winslow that the Board return to Regular Session. The motion carried.

11. APPOINTMENT OF INTERIM COUNTY MANAGER:

Motion was made by Gary White, seconded by William Sterritt to appoint Rodney Bunch as Interim County Manager effective May 1, 2013 at a salary of \$2,000 per month in addition to his current salary. The motion carried.

Motion was made by Gary White, seconded by William Sterritt to adjourn the meeting. The motion carried and the meeting was adjourned at 8:50 PM.

Karen Jennings
CLERK TO THE BOARD

[Signature]
CHAIRMAN