

**PASQUOTANK COUNTY, NORTH CAROLINA  
APRIL 15, 2024**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, April 15, 2024 in the Commissioners Boardroom in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Sparty Hammett, County Manager  
John Shannon, Assistant County Manager  
Mike Cox, County Attorney  
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 Jonathan Meads 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 Transferring Ownership of the Cancer Center to College of the Albemarle; 2) Approval of Improvements to Mount Hermon and Weeksville Convenience Sites; 3) Approval of Landscape Architectural/Civil Engineering Services Proposal Amendment for Benesch for Newland Park Phase I; 4) Approval to Reject Bids for Newland Park Phase I Construction and Amend Bid Requirements; 5) Approval of Releasing Lease Agreement on Twiford Law Firm Property; and 6) Approval of Lease of Colonial Avenue Portion of Twiford Property. He also requested the agenda be amended to remove Item 6A - Development Finance Initiative's Pre-Development Feasibility Assessment of the Current Sentara Albemarle Medical Center, and to consider it at a future meeting.

Motion was made by Barry Overman, seconded by Sean Lavin to amend the agenda to add Items #1-6 to the Consent Agenda and to remove 6A Development Finance Initiative's Pre-Development Feasibility Assessment from Old Business and consider at a future meeting. The motion carried unanimously.

**2. COMMENTS BY RENEE' STALLINGS:**

Chairman Jordan called on Renee' Stallings to address the Board. Ms. Stallings said she would like to remind the Board that they were voted in by the people and they need to do what is right for the people. She said the Manager is voted in by the Board and he is an employee. The Board should make their own decisions on how to vote and not what they are told to do by the Manager.

Ms. Stallings said she did some research about the hospital property since the last presentation. She said the Board did not take into consideration that the hospital doesn't just serve this county. It also serves five or six other counties for healthcare. Therefore, their population needs to be considered as well. She said our county is growing and we need to take that into consideration. Also, there could be an incident like the school bus that was hit by a tornado. She worked at the hospital at that time and said it was pretty crazy. She thanked the Board for all that they do. She added that our economy is terrible and we need to bring it up to a Tier II and we shouldn't have to depend on grants. New businesses are wonderful, but we have to hire based upon experience, because that is what makes a company work, not the color of our skins.

**3. COMMENTS BY VIRGINIA WASSERBERG:**

Chairman Jordan called on Virginia Wasserberg to address the Board. Ms. Wasserberg stated that she is the Chair of the Pasquotank County Republic Party, but she is not here speaking on behalf of the party, but is here as a resident. She said it is important for us to remain conservative in how we approach businesses and growth in our county. She said her view is to promote the free market and in her opinion DFI is not the free market. She stated that this has not been put out there to see if local organizations or business can help us in developing the property. She feels that is important to do. The packet stated that DFI has an objective, unbiased recommendation; however, they receive a development service fee of 1% of the total project cost with a development service agreement. She said DFI will actually profit off of who the Board decides is the developer for the project. They have skin in the game when it comes to that. She does not see this as an unbiased, objective.

She also saw that the county contracted with a Chicago based company for the Newland Park Project. She noted that the County is using grant funding. Instead of fusing that finance into the local economy, it has been infused in Chicago. She said the Board is going through the process of rebidding the project again because they want to give local contractors an opportunity. She asked how a Chicago company is supposed to know what is going on locally. She said when looking at grant projects in the future, we need to see how we can use the money to infuse it locally and stimulate growth locally.

**4. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of April 1, 2024 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

**Tax Refund**

	Taxpayer	County	City
1.	Megan Nicole Sawyer	119.77	

**Solid Waste Fee Releases**

	Owner's Name	Parcel ID #	Reason for Release
1.	Eugene Barclift	38-B-162	Vacant
2.	Mary John & Robert Glasper	55-A-43	Vacant

c. Approval of Budget Amendments

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

**Capital Reserve/General Fund**

Increase	021.0700.4981.00	Transfer from General Fund	10,184,494.00
Increase	021.8200.5960.02	Reserve-Schools	10,184,494.00

**Capital Reserve/General Fund**

Increase	010.0991.4991.00	Fund Balance Appropriated	10,184,494.00
Increase	010.6600.5980.21	Transfer to Capital Reserve	10,184,494.00

**Cooperative Extension**

Increase	010.0230.4370.00	State Grants	2,800.00
Increase	010.4950.5600.34	SHIIP Grant	2,800.00

**Central/911**

Increase	010.0230.4370.00	State Grants	68,830.00
Increase	010.4325.5500.00	Capital Outlay	68,830.00

d. Approval of Transferring Ownership of the Cancer Center to College of the Albemarle (COA)

The Finance Committee has recommended approval to work with Sentara to draft an amendment to the Lease Buy-out Agreement to release the Cancer Center to enable transfer of ownership to COA.

*e. Approval of Improvements to the Mount Hermon and Weeksville Convenience Sites*

The Finance Committee has recommended approval of using existing funds from the site improvement budget line for the Wellfield Convenience Site that have been budgeted for over five years (\$500,000 budget for Fiscal Year 2023-24) to make improvements at the Mount Hermon and Weeksville Convenience Sites at a cost of \$102,794.

*f. Approval of Landscape Architectural/Civil Engineering Services Proposal Amendment for Benesch for Newland Park Phase I*

Benesch has requested a proposal amendment of \$2,100 for additional, unanticipated work involved with meeting Pasquotank County's stormwater requirements for Newland Park Phase I. Pasquotank County has stringent stormwater requirements, and Planning and Inspections confirmed that the review process for the project was long and involved. The Finance Committee has recommended approval of the request for a \$2,100 proposal amendments and the associated budget amendment.

Decrease	010.6900.5991.00	Contingency	\$2,100.00
Increase	010.6130.5440.00	Contracted Services	\$2,100.00

*g. Approval to Reject Bids for Newland Park Phase I Construction and Amend Bid Requirements*

The scope of work for Newland Park Phase 1 Construction includes: construction and/or installation including project management, coordination, scheduling, staking & technical layout, site clearing & grubbing, selective demolition, erosion control, earthwork (mass grading and fine grading), storm drainage, water service, sewer service, septic system, electrical/power service, utilities systems, concrete pavement, concrete pad(s), asphalt pavement, basketball court, paved walking trails, fencing, site furnishings, landscaping and ancillary work and/or systems as detailed in the project drawings and specifications.

The first bid closed on March 28, 2024, and the County received no bids. The second bid closed on April 11, 2024, and the County received two bids. One of the contractors was under the estimated project total budget of \$1,955,888.70, but did not meet the following requirement: "Single prime general contractors submitting bids must have unlimited unclassified general contractor's license." The other contractor submitted a bid that was significantly above the estimated project total budget.

In addition, at the end of the bid process, other contractors questioned the requirement for an unclassified contractor's license. The Finance Committee has recommended the following to help ensure a more competitive bid process:

- Reject both of the April 11, 2024 bids.
- Remove the bid requirement for an unclassified general contractor's license.
- Set the third bid opening for May 2, 2024 at 2:00 p.m.

*h. Approval of Releasing Lease Agreement on Twiford Law Firm Property*

The County received notification from our realtor that the Colonial Street tenant has approached the seller about terminating the lease effective May 1, 2024. The County's closing attorney is in possession of the security deposit for two months' rent that will be made payable to the County at closing on April 30, 2024. The Finance Committee has recommended allowing the tenant to be released from the lease for the Colonial Street Property in exchange for forfeiture of the security deposit to the County.

*i. Approval of Lease of Colonial Avenue Portion of Twiford Property*

The Finance Committee has recommended approval of a one-year lease of the Colonial Avenue Portion of the Twiford Law Firm Property at the cost of \$1,600 per month.

Motion was made by Sam Davis, seconded by Sean Lavin to approve the Consent Agenda, as presented. The motion carried unanimously.

**5. REPORTS FROM COMMISSIONERS:**

Commissioner Lavin reported that he was the Support and Gear (SAG) driver for the Coast Guard Marathon. He picked up one runner at mile 23 who had his second hip replacement one year to the day of the event. The participants were all happy and jovial and it was a pleasure to be a part of the event.

Commissioner Griffin reported that the USCG Commandant was in Pasquotank County over the weekend for the marathon. He had the opportunity to speak with her. She participated in the 5k on Saturday and gave out awards at a reception that evening. He manned one of the watering stations on Sunday and was able to talk with several runners from out of the area. He saw people from Greece, Alaska, California, and Illinois. He said there were over 900 runners who made an impact on our local economy.

Commissioner Shaw attended a Ribbon Cutting for Divine Illuminations on April 4<sup>th</sup>. On April 5<sup>th</sup>, he attended the Coast Guard Marathon. He spoke to several participants who were pleased to be in the area. He stated that Sheriff Wooten ran in the half marathon. Commissioner Griffin noted that Sheriff Wooten's son won the youth division in the half marathon. Commissioner Shaw said he was informed that there were two individuals running the marathon that were over 75 years of age. On April 10<sup>th</sup>, he attended the SPCA meeting. Also on April 10<sup>th</sup>, he attended SOILS Ministry Feeding Program. Faith & Victory Church provided the meals.

Commissioner Davis attended the Minister's Council at River Road Middle School.

Commissioner Meads attended the Utilities Committee meeting.

Vice-Chairman Overman attended and spoke at the Camden Fire Department's Annual Banquet. He attended Extension Advisory Board training in Greenville. He attended the COA Finance Committee meeting. He attended the Local Government Federal Credit Union Annual Meeting in Raleigh, as a Board member. In 2025, they will be leaving State Employees Credit Union and become their own entity. He has additional information regarding the transition if anyone would like to speak with him. He said he is sorry for missing the last meeting, but he was on vacation with his family for Spring Break. Lastly, he attended the USCG Marathon event. His son ran in the half marathon. He said it was an awesome time in Elizabeth City.

Chairman Jordan attended an event at ECSU. Senator Budd was in town to tour the aviation program. At the end of the visit, he was invited to get on one of the simulators. He laughed and said that when you get in, one of the first things you are supposed to do is to go straight down the runway, and that is where his simulation ended. He attended a community appreciation event at Builders Discount. He attended the USCG Celebration at Seven Sounds Brewing Company. He attended the Parks & Recreation Board meeting, the Library Board meeting, and a Ribbon Cutting at Divine Illumination. He noted that there are a lot of great businesses in our area and there are a lot of great businesses that are getting started, which make Pasquotank County a great community.

There being nothing further business to come before the Board;

Motion was made by Sam Davis, seconded by Jonathan Meads to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 6:20.

---

CHAIRMAN

---

CLERK TO THE BOARD