

**PASQUOTANK COUNTY, NORTH CAROLINA
MAY 7, 2018**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, May 7, 2018 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Cecil Perry, Chairman
Dr. William R. Sterritt, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
Joseph S. Winslow, Jr.
Frankie Meads
Charles H. Jordan

MEMBERS ABSENT: None

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

The meeting was called to order at 7:00 PM by Chairman Cecil Perry. Commissioner Lloyd Griffin gave the invocation and Vice-Chairman Sterritt led in the Pledge of Allegiance to the American Flag. Chairman Perry welcomed everyone for coming out and participating in tonight's meeting.

1. COMMENTS BY DOUG LANE:

Chairman Perry recognized Mr. Doug Lane who provided a PowerPoint presentation regarding trespassing by deer dogs. He stated that in 2009 the Board voted to require deer dog owners to have landowner's permission to hunt on their land. In 2011, that decision was reversed. He said he is here asking the Board to rethink that and reinstate the 2009 decision.

He stated that deer hunting is banned in the western part of the state and near Edenton. Close to home, you have to have permission in all the counties except Pasquotank, Currituck, and Dare. He said the deer hunters come in groups and are armed, angry, arrogant, and basically anonymous. He provided an extensive criminal background on the gentleman who "put nails in everyone's driveways". In 2014, a landowner caught a dog and the hunters came on the property and it got messy to the point that the sheriff's office was called. In 2015, the same group (Outlaw Hunt Club out of Currituck) was hunting in the same area. A dog was caught and the hunters came in and assaulted the landowner's son and the landowner. He provided a rap sheet on that hunter as well.

Mr. Lane said he does not understand why the Board supports these people. He said the Board is giving them consent to trespass and trespassing is unlawful. He asked why their hobby is more important than his right to be left alone, his right to the sole use of his property, and the quiet enjoyment of his property. He stated that a total ban would be best because it is ludicrous to shoot a fast moving object in Pasquotank County, because it puts the public in danger. He said if the Board does not provide a law, the violence will continue. He noted that only the bad hunters and the outlaws will be impacted by the local law. He stated that any hunter that objects to this law hunts by harassment and intimidation. He asked that the Board stop the violence and reintroduce the 2009 decision and make it a local law. He feels the wildlife in North Carolina is there for the enjoyment of all of us. He thanked the Board for their time.

Commissioner Dixon asked for clarification about what transpired in 2009 and 2011. Attorney Cox said at one point the Board asked for a local act to ban deer hunting with dogs in Pasquotank County. He believes the Board later rescinded that decision. He reminded the Board that they cannot pass a local ordinance affecting hunting. The Board assured Mr. Lane that they would do the best they can.

2. COMMENTS BY CHRISTINA REHKLAU:

Christina Rehkla, Director of the Elizabeth City Area Convention & Visitor's Bureau, invited the Board to the opening reception of the "350 Years of the Albemarle Region" Exhibit on Thursday, May 10th. She said the year 2018 marks the three-hundred and fiftieth anniversary of the subdivision of the Albemarle region into the governmental units that became the first counties. These first four precincts, Currituck, Pasquotank, Perquimans, and Chowan, are the true birth place of North Carolina. She stated that the exhibit will include four important documents from North Carolina's Proprietary Period (1663-1729).

3. BOARD OF EQUALIZATION AND REVIEW:

The Clerk swore in the members of the Board of Commissioners to serve as the Board of Equalization and Review for 2018. Chairman Perry convened the Board of Equalization and Review.

Attorney Mike Cox explained that the Board of E&R is required to meet two times this year. He stated that tonight's meeting will be recessed and reconvened at its May 21st meeting. The Clerk swore in Tax Administrator Patrice Stewart.

Patrice Stewart explained that James Elliott Price has applied for the Senior Citizen Exemption and Senior Citizen Circuit Breaker Exemption, however, after significant research and discussions with the North Carolina Department of Revenue Real Estate Staff, and Mike Cox, County Attorney, it has been determined that Mr. Price does not qualify for either exemption in accordance with the North Carolina General Statutes 105-277.1 and 105-277.1B.

1. Senior Citizen Exemption (NCGS 105-277.1)

Mr. James Price has not lived in Elizabeth City since prior to 2015, therefore, it is not his permanent residence, which is a requirement to qualify for this exemption.

2. Senior Citizen Circuit Breaker Exemption (NCGS 105-277.1B)

Mr. James Price is not the sole owner of this property. All owners must qualify and elect to defer taxes under this program or no benefit is allowed under this program.

In conclusion, Ms. Stewart said it is staff's recommendation, as well as the Department of Revenue Real Estate staff's recommendation that the application should be denied

Motion was made by Frankie Meads, seconded by Bill Sterritt that the Board uphold the Tax Administrator's determination that Mr. Price does not qualify for the Senior Citizen Exemption or Senior Citizen Circuit Breaker Exemption. The motion carried unanimously.

Motion was made by Joe Winslow, seconded by Frankie Meads to recess the Board of Equalization and Review until the next regular meeting on May 21, 2018. The motion carried unanimously.

Attorney Cox stated that he will prepare the order and send it to Mr. Price. He said the taxpayer has the opportunity to appeal to the Property Tax Commission in Raleigh if he chooses to do so.

Patrice Stewart, Board of E&R Clerk

4. ADOPTION OF PROCLAMATION DECLARING MAY 20-26, 2018 AS EMS WEEK:

Chairman Perry recognized Jerry Newell, EMS Director to accept the following proclamation declaring May 20-26, 2018 as EMS Week in Pasquotank County:

2018 EMS Week Proclamation

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the Pasquotank County Board of Commissioners proclaim the week of May 20-26, 2018, as

Emergency Medical Services Week

With the theme, "*Stronger Together*," Pasquotank County encourages the community to observe this week with appropriate programs, ceremonies and activities.

Commissioner Winslow stated that the Pasquotank-Camden EMS is known as one of the best in North Carolina and our director stands out amongst his peers as being one of the best. He thanked Mr. Newell for his service.

5. ADOPTION OF PROCLAMATIONS FOR OLDER AMERICANS MONTH AND VULNERABLE ADULT AND ELDER ABUSE AWARENESS MONTHS:

The Albemarle Area Agency on Aging has requested that the Board proclaim May 2018 as Older Americans Month, as well as proclaim Mother's Day to Father's Day 2018 as Vulnerable Adult and Elder Abuse Awareness Months. Chairman Perry called on Laura Alvarico, Director of Area Agency on Aging, to accept the following proclamations:

Older Americans Month 2018

A PROCLAMATION

Whereas, Pasquotank County includes countless older Americans who enrich and strengthen our community; and

Whereas, Pasquotank County is committed to engaging and supporting older adults, their

families, and caregivers; and

Whereas, we acknowledge the importance of taking part in activities that promote physical, mental, and emotional well-being—no matter your age; and

Whereas, Pasquotank County can enrich the lives of individuals of *every age* by:

- promoting home- and community-based services that support independent living;
- involving older adults in community planning, events, and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

Now therefore, The Pasquotank County Board of Commissioners hereby proclaims May 2018 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.

Dated this 7th day of May, 2018

Vulnerable Adult and Elder Abuse

Awareness Months Proclamation

2018

WHEREAS, North Carolina joins the world in recognizing World Elder Abuse Awareness Day every June 15; and

WHEREAS, protecting North Carolina's vulnerable and older adults is a community responsibility, and all citizens are charged under state law to report suspected abuse, neglect, or exploitation to their local County Department of Social Services; and

WHEREAS, North Carolina's vulnerable and older adults of all social, economic, racial, and ethnic backgrounds may be targets of abuse, neglect, or exploitation which can occur in families, long-term care settings, and communities; and

WHEREAS, in state Fiscal Year 2017, there were 27,483 reports of abuse, neglect, or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services; and

WHEREAS, national and international research shows that abuse, neglect, and exploitation of vulnerable and older adults is grossly underreported; and

WHEREAS, the State of North Carolina enacted the nation's first elder abuse law, and recognizes the need for a comprehensive system of protection for vulnerable and older adults; and

WHEREAS, Mother's and Father's Days are national holidays intended to honor, respect, and promote the dignity and well-being of our older citizens;

NOW, THEREFORE, I, Cecil Perry, Chairman, Pasquotank County Board of Commissioners, do hereby proclaim Mother's Day through Father's Day, May 13 – June 17, 2018, as "**VULNERABLE ADULT AND ELDER ABUSE AWARENESS MONTHS**" in Pasquotank County, and commend observance to all citizens.

Dated this 7th day of May, 2018

6. AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. Finance Committee Chairman William Sterritt requested that the agenda be amended to add the following item to New Business: 1) Consideration of Appointment of New Advanced Life Support (ALS) Medical Director.

Motion was made by Jeff Dixon, seconded by Frankie Meads to amend the agenda to add the additional item to New Business. The motion carried unanimously.

7. CONSIDERATION OF PERSONNEL POLICY AMENDMENTS:

County Manager Hammett explained that both the proposed Personnel Policy amendments have been discussed previously with the Finance Committee. The amendment to Section 3 – Use of Salary Ranges, addresses situations where a part-time employee changes status to full-time at the same pay step with the approval of the County Manager. The amendment to Section 7 – Nepotism Limitation of Employment, addresses conflicting language in the existing policy and allows the hiring of family members when significant recruitment difficulties exist. No family member could have direct or indirect supervisory responsibility over another family member and the hiring would require the approval of the County Manager. He said the Board will need to adopt the following resolution approving the Personnel Policy amendments:

**A RESOLUTION AMENDING THE PASQUOTANK COUNTY
PERSONNEL POLICY TO ALLOW THE COUNTY MANAGER
THE AUTHORITY TO APPROVE THE HIRING OF
PART-TIME EMPLOYEES AS FULL TIME EMPLOYEES
AT THE SAME PAY STEP AND TO REVISE THE
COUNTY’S NEPOTISM POLICY**

WHEREAS, Chapters 126 and 153A of the North Carolina General Statutes authorize a County Board of Commissioners to adopt and implement personnel policies; and

WHEREAS, the Board of Commissioners for Pasquotank County has adopted and reinforced the county/manager form of government; and

WHEREAS, the Board of Commissioners desires to amend and continue a human resources system that provides for the recruitment, selection and continuous development of an effective workforce, responsive to the needs of Pasquotank County residents; and

WHEREAS, there are significant recruitment difficulties in certain departments due to the county’s current nepotism policy; and

WHEREAS, there is a desire to allow part-time employees to be hired at full time status at the employee’s same step with the approval of the County Manager; and

WHEREAS, the proposed amendment would allow greater flexibility in addressing the recruitment difficulties and require approval of the County Manager; and

WHEREAS, the Board has been presented with, has reviewed and endorses this amendment to the Pasquotank County Personnel Policy (hereinafter “Personnel Policy”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR PASQUOTANK COUNTY, NORTH CAROLINA THAT:

Section 1. ARTICLE IV. THE PAY PLAN – Section 3. Use of Salary Ranges of the Personnel Policy is amended as follows:

Section 3. Use of Salary Ranges

Salary ranges are intended to permit the recognition of individual performance. The following general provisions shall govern the granting of within-range pay increments:

(a) The minimum rate established for the class is the normal hiring rate, except in those cases where unusual circumstances appear to warrant appointment at a higher rate. Appointment above the minimum step may be made on the recommendation of the Department Head with the approval of the County Manager and Board of Commissioners when deemed necessary and in the best interest of the county. Above-

the-minimum appointments will be based on such factors as the qualifications of the applicant being higher than the minimum education and training for the class, a shortage of qualified applicants available at the minimum step, and the refusal of qualified applicants to accept employment at the minimum step. Employees appointed at the hiring rate shall receive a one (1) step increase upon satisfactory completion of the probationary period. This increase shall be effective on the date that the probationary period is completed. Part-time employees who are hired in a full-time status may be hired at their same pay step with the approval of the County Manager.

(b) Pay steps above the minimum rate are reserved to reward employees for meritorious service. During the month of April each year, the Department Heads shall prepare a written evaluation of each full and part-time employee under his control. This evaluation shall become a permanent part of the employee's file and shall be used by the Board of Commissioners for purposes of determining merit increments and for other purposes as the Board shall deem appropriate.

Section 2. ARTICLE V. CONDITIONS OF EMPLOYMENT – Section 7.
Nepotism Limitation of Employment of Relatives of the Personnel Policy is amended as follows:

Section 7. Nepotism Limitation of Employment of Relatives

~~The employment of close relatives within the same department is forbidden.~~

The employment of close relatives within the same department is to be avoided unless significant recruitment difficulties exist and the hiring is approved by the County Manager.

(a) Immediate family is defined for the purpose of this section as spouse, mother, father, guardian, children, sister, brother, grandparents, grandchildren plus the various combinations of half, step, in-law, and adopted relationships that can be derived from those named.

~~(b) Members of an immediate family shall not be employed at the same time if such employment would result in an employee directly or indirectly supervising a member of the immediate family.~~

No two members of an immediate family shall be employed within the same department if such employment will result in one supervising a member of his or her immediate family, or where one member occupies a position that has influence over the other's employment, promotion, salary administration and other related management or personnel considerations.

(c) This policy shall not be retroactive, and no action will be taken concerning those members of the same family employed in conflict with (a) above prior to the adoption of this policy.

(d) The Board of Commissioners shall approve the appointment by the Sheriff or the Register of Deeds of a relative by blood or marriage of nearer kinship than first cousin as required by **Chapter 153A-103 (1) of the North Carolina General Statutes.**

Section 2. These amendments are effective upon adoption.

ADOPTED this 7th day of May, 2018.

Motion was made by Jeff Dixon, seconded by Joe Winslow to adopt the above resolution amending the Personnel Policy. The motion carried unanimously.

8. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of April 16 and 23, 2018 Commissioner Meeting Minutes

b. Approval of Tax Releases

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

Tax Releases

		County	City
1.	Sleep's	616.06	524.05
2.	Sleep's	1,202.23	1,022.68

c. Approval of Budget Amendment

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

Governing Board

Increase	010.0400.4117.00	Tax Collection Fees	6,556.00
Increase	010.4110.5499.00	Miscellaneous Expense	6,556.00

Personnel/HR

Increase	010.0500.4831.00	Interest Earned	1,355.00
Increase	010.4125.5261.00	Departmental Supplies	1,355.00

County Attorney

Increase	010.0110.4111.17	Ad Valorem Taxes-'17	53,000.00
Increase	010.4150.5192.00	Legal Fees	53,000.00

d. Approval of Continuation of 1/2% Discount for Early Payment of Taxes

The Board was asked to approve continuation of the 1/2% discount for early payment of taxes in July or August. The discount encourages property owners to pay their taxes early, improves the County's cash flow, and helps spread out the collection of taxes throughout the year instead of the majority of tax collections being concentrated during the month of December.

e. Approval of Request from ECPPS to Shift Funds amongst Projects

The Finance Committee has recommended approval to allow ECPPS to shift the following funds amongst projects after receiving bids:

From CES-HVAC	\$38,100
From NHS-HVAC	\$64,000
From PWM-Phone	\$ 2,210
To SHES-Roof	\$42,610
To SHES-Windows	\$61,700

f. Adoption of Resolution Authorizing Upset Bid Process for Property Owned by the County at 102 Lark Drive, Moyock, North Carolina

Robert and Denise Clarke have submitted a bid in the amount of \$200,000 for the County owned parcel located at 102 Lark Drive, Moyock, NC. The Board previously agreed \$200,000 was an appropriate amount for the property. By approving the attached resolution, the County can begin the "upset bid" process. The Board may reject any and all offers up to final approval of the sale.

**RESOLUTION AUTHORIZING UPSET BID PROCESS
FOR PROPERTY LOCATED AT
102 LARK DRIVE, MOYOCK, NORTH CAROLINA**

WHEREAS, the County of Pasquotank owns a certain property more particularly described as follows:

1. 102 Lark Drive, Moyock, NC (being further identified as PIN # 0015000075K0000 in the Currituck County Tax Office and being 1.04 acres, more or less) hereinafter (the "Property").

WHEREAS, North Carolina General Statutes §160A-269 permits the County to sell property by upset bid, after receipt of an offer for the Property; and

WHEREAS, the County has received an offer to purchase the Property described above, in the amount of \$200,000, submitted by Robert Clarke and wife, Denise Clarke; and

WHEREAS, Robert Clarke and wife, Denise Clarke, will pay the required five percent (5%) deposit on their offer upon approval of this resolution;

THEREFORE, THE PASQUOTANK COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:

1. The Board of Commissioners authorizes the sale of the Property described above through the upset bid procedure of North Carolina General Statute §160A-269.

2. The County clerk shall cause a notice of the proposed sale to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.

3. Any person may submit an upset bid to the office of the County clerk within ten (10) days after the notice of sale is published. Once a qualifying high bid has been received, that bid will become the new offer.

4. If a qualifying higher bid is received, the County clerk shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board of Commissioners.

5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit as hereinabove described; the deposit may be made in cash, cashier's check or certified check. The County will return the deposit of any bid not accepted, and will return the deposit on an offer subject to an upset if a qualifying higher bid is received. The County will return the deposit of the final high bidder at closing unless the bidder requests the amount be credited towards the purchase price. In the event the high bid is accepted by the County and the high bidder refuses to close on the Property for any reason the bid will be retained by the County.

7. The terms of the final sale are that

- the Board of Commissioners must approve the final high offer before the sale is closed, which it will endeavor to do within thirty (30) days after the final upset bid period has passed, and
- the buyer must pay with cash, cashier's check or certified check at the time of closing, and
- title will be transferred by a quitclaim deed.

8. The proposed contract for the sale of the Property allows the buyer until July 1, 2018 to perform their due diligence and a closing date of August 27, 2018, time is of the essence.

9. Title will be transferred by general warranty deed.

10. The County reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Adopted this 7th day of May, 2018.

g. Adoption of Resolution to Surplus Bookmobile and Donate to the Elizabeth City-Pasquotank County Public Schools

The Finance Committee has recommended that the Board authorize the donation of the old Bookmobile to the Elizabeth City-Pasquotank County Public Schools for use as a mobile teacher's supply store. The attached resolution will declare the bookmobile as surplus and authorize the donation.

**RESOLUTION AUTHORIZING DONATION OF SURPLUS BOOKMOBILE TO
ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOL SYSTEM**

WHEREAS, N.C. Gen. Stat. 160A-280 provides that a county may donate to another governmental unit any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete, or unused; and

WHEREAS, the Pasquotank County Library has discontinued use of the 1987 Book Mobile and would like to offer it to the schools; and

NOW THEREFORE BE IT RESOLVED by the Pasquotank County Board of Commissioners that the above-mentioned property be declared surplus and be donated to the Elizabeth City-Pasquotank Public Schools for a mobile teacher supply store.

THIS the 7th day of May, 2018.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to approve the Consent Agenda. The motion carried unanimously.

**9. CONSIDERATION OF OPERATION OF COMMERCIAL LAUNDRY SERVICE
IN COMMERCE PARK:**

Commissioner Dixon asked that he be recused from considering this item due to a conflict of interest.

Motion was made by Frankie Meads, seconded by Joe Winslow to recuse Commissioner Dixon from considering this item due to a conflict of interest. The motion carried.

Attorney Mike Cox explained that the restrictive covenants in the Commerce Park has a list of permitted uses and uses that are prohibited. He said the Board can allow additional uses that are prohibited upon plans and specifications being submitted to the Board and approved.

Jim Gilreath, Attorney, Rose, Harris, and Gilreath introduced himself and his client Tim Cafferty, Cafferty Enterprises, LLC. Mr. Cafferty said he would like to give the Board a quick snapshot of whom he is and who he represents. He stated that he is looking forward to doing business here in Elizabeth City.

Mr. Cafferty stated that he has been involved in the real estate business for 30 years. He has brokered over 2,600 real estate transactions, but his concentration has been on the vacation rental side of things. He was the general manager of his family's firm for many years. They managed nearly 850 properties. He then moved to a company named Resort Quest on the Outer Banks, where he had 1,147 properties and 500 employees. It was actually the largest employer in Currituck County at that time. In 2005, he started his own firm, Outer Banks Blue Realty Services. He has been the Vacation Rental Managers Association's president three times, as well as vice-president of the North Carolina Association of Realtors. Additionally, he served on three task forces for the North Carolina Real Estate Commission.

He introduced his housekeeping and operations specialist. Last year, his company was rated one of the 250 Best Places to Work in the country. He is very proud of the people he works with. Among the benefits he offers is not only health insurance, but 21 days of time off, 401k program where he matches 6% of the employee's salary, and profit sharing (they can earn up to 15% of their salary if they meet goals). He is most proud of the way his company gives back. The company is very charitably oriented. Every year on an employee's anniversary, he will give a donation to the charity of their choice. They have donated to over 28 different charities in the Albemarle Area in the names of his employees, including the Albemarle Food Bank, Currituck Food Bank, Relay for Life, SPCA, etc., and he is looking forward to continue that here as well. He added that his company has integrity and professionalism. The success of his staff has led them to be one of the top 5,000 fastest growing companies in the country. He said he has established himself as a good vacation rental firm on the Outer Banks and he has a second firm in Virginia Beach in the Sandbridge Area. He manages approximately 300 properties on the Outer Banks and about 75-80 in Sandbridge, VA.

Mr. Cafferty said he is at a crossroads. One of the things he likes to make sure of is that when someone is on vacation they have clean sheets and towels. He said they not only make them available, but they make the beds. He stated that he has a lot of linens with over 4,500 guests between the two locations. He noted that the relationship he has with his current linen service has not worked out as well as he had hoped. They have experienced lost and misplaced materials. He estimated he has lost up to \$470,000 worth of linens a year and it is time to think about doing something else.

Mr. Cafferty stated that a three-year search for a solution has led him to 104 Corporate Drive. He noted that the building is immense and seems to fit perfectly with the intent of what he is looking for. They have reached terms on the sale of the property, but ran into this small stipulation that laundries are not permitted in the park. He was shocked when looking to the northwest of the facility because there is one of the largest laundries in the state of North Carolina. He said the laundry next door will be 6-7 times the size of the building he is wishing to purchase. He intends to install four fully computerized, state of the art, 160 pound washers, one 75 pound washer, and five 170 pound high efficiency dryers. He expects to hire seven people immediately and another ten on a seasonal basis.

Mr. Cafferty has been talking with Water Superintendent David Smithson. He noted that he has been delightful to deal with. He would like to move forward at this point and would like to feel confident that he is not buying something that he cannot use. He looks forward to coming back and telling the Board about all the great things that are happening at 104 Corporate Drive.

Vice-Chairman Sterritt asked if there is adequate water and sewer supply. Mr. Smithson explained that there is adequate water supply, but the water system's only concern is sewer. He said we are in the process of upgrading the sewer pump station in the park. A new system is in next year's budget. Engineer Pat McDowell is currently performing a study to make sure that we can handle the demand until which time our system is upgraded. Mr. Cafferty reassured him that he is willing to do whatever is necessary to help. Mr. Smithson said we are permitted to pump so many gallons a day from our pump station. If the Board approves the request, he recommends it be contingent upon demand on the sewer system and there be a cap on the gallons that can be discharged until the new system is installed in ten or eleven months. At that time, it can be revisited. Mr. Smithson reiterated that the water system can physically handle the projected demand that has been submitted, but the lift station is permitted by the State.

Motion was made by Frankie Meads, seconded by Joe Winslow to approve the operation of a commercial laundry service at 104 Corporate Drive, provided they meet additional discharge requirements until the new lift station is installed. The motion carried unanimously.

10. CONSIDERATION OF RESOLUTION SUPPORTING STATEWIDE REFERENDUM ON A BOND ISSUE FOR SCHOOL FACILITY NEEDS:

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to approve the following resolution supporting a statewide referendum on a bond issue for school facility needs:

**RESOLUTION
SUPPORTING A STATEWIDE REFERENDUM
ON A BOND ISSUE FOR SCHOOL FACILITY NEEDS**

WHEREAS, based on information from the school districts and counties, the Department of Public Instruction reported in 2016 that North Carolina's public schools need about \$8.1 billion to pay for new school facilities, maintenance and renovations; and

WHEREAS, the 2016 report, also known as the Statewide Facility Needs Survey, found that 118 new schools are needed across North Carolina. Fifty are needed immediately, and sixty-eight are needed in three to five years; and

WHEREAS, besides new construction, 1,560 schools need renovations to comply with safety and building code requirements and to address deferred maintenance, 459 schools need additions for new classrooms; and

WHEREAS, a priority goal of the North Carolina Association of County Commissioners is to support legislation to provide state assistance to meet school construction needs caused by increased enrollment and mandated reduction in class size, through a statewide referendum on a bond issue; and

WHEREAS, the Statewide Facility Needs Survey also showed that construction costs are increasing, from a base of \$136 per square foot in 2005 to \$194 per square foot in 2015 and interest rates and construction costs are still rising; and

WHEREAS, deteriorating facilities, which distract from learning, impacts achievement and we need to ensure public school facilities are conducive to study; and

WHEREAS, counties in both urban and rural areas are faced with high costs for renovations and repairs to update and make the older buildings safe; and

WHEREAS, counties have limited options to raise revenue to pay for school construction; and

WHEREAS, because counties lack sufficient sources of funding for school facilities, the state has responded in the past by approving statewide school construction bonds to address needs nearly once per decade; and

WHEREAS, a statewide bond is urgently needed to help address the staggering shortfall in funding for construction, repairs, and renovations at public school facilities throughout North Carolina because outstanding needs are estimated to exceed \$8.1 billion; and

WHEREAS, Pasquotank County has school capital needs estimated by the school system at \$15 million; and

WHEREAS, it is estimated that Pasquotank County could receive \$7,894,780 toward the shortfall of school capital needs; and

WHEREAS, the NC School Bond - HB 866/SB542- would invest \$1.9 billion to begin addressing these critical needs all across the state.

NOW, THEREFORE BE IT RESOLVED, the Pasquotank County Board of Commissioners urges the North Carolina General Assembly to call for a statewide referendum on the November 2018 ballot which is referred to as the Public School Building Bond Act (HB866/SB542) so that school districts across North Carolina are better able to meet urgent facility needs.

FURTHER BE IT RESOLVED that copies of this resolution be transmitted to the members of the General Assembly representing Pasquotank County and to all 100 counties in North Carolina.

ADOPTED this 7th day of May, 2018.

The motion carried unanimously.

11. CONSIDERATION OF APPOINTMENT OF NEW ADVANCED LIFE SUPPORT (ALS) MEDICAL DIRECTOR:

The Board considered the appointment of a new Advance Life Support (ALS) Medical Director. Jerry Newell, EMS Director said with the resignation of Dr. Samantha Furia as ALS Medical Director of the Pasquotank-Camden EMS System, the Board will need to approve the appointment of a new ALS Medical Director.

Jerry Newell said he supports the recommendation of Dr. James Wilson. Dr. Wilson will be based out of Sentara Medical Center in both the Wound Care Clinic and the Emergency

Department. Dr. Wilson has been assigned through Emergency Physicians of Tidewater to fill this role.

Motion was made Jeff Dixon, seconded by Lloyd Griffin to appoint Dr. James Wilson as the new Advanced Life Support (ALS) Medical Director for the Pasquotank-Camden EMS System. The motion carried unanimously.

12. REPORTS FROM COUNTY MANAGER:

Mr. Hammett provided the following report:

Commissioner Meetings – Conducted meetings with each Commissioner to discuss individual concerns, priorities, and goals. In addition, I obtained feedback on the type of information each Commissioner would like to see in a weekly report. Weekly reports will start on Friday, June 1. My first quarterly Department Director meeting will be held later in May, and Directors will be informed of the type of information to be sent in on a weekly basis for potential inclusion in the weekly report.

Department Director Meetings – Conducted detailed meetings with each Department Director to discuss individual concerns, priorities, and goals. Based upon my assessment and feedback from Department Directors, two teams will be initiated at the May meeting – Human Resources (HR) and Information Technology (IT). HR and IT impact all departments, and strong frameworks in these two areas will make all departments more effective.

Meeting with Matt Wood – I met with Matt Wood to discuss his thoughts on Economic Development.

Meeting with Ken Bowman, Camden County Manager – I met with Ken Bowman to discuss the Emergency Medical Services proposal submitted by Mission Critical Partners.

Phone Call with John Ashbury, President and CEO of United Bank – Per request of Commissioner Winslow, I contacted Mr. Ashbury to determine if there was any way to keep the Xenith Center open and avoid the loss of jobs. As with most bank mergers, the purchase of Xenith resulted in the consolidation or elimination of many jobs. Only 20 jobs were not eliminated and the existing employees were offered an opportunity to relocate.

Website Research – Conducted a conference call with Billy Hylton, North Carolina Department of Information Technology, and Julie Stamper, GIS Coordinator. Mr. Hylton shared some lessons learned from website projects, tips on a redesign process, and resources to assist in that effort. In order to get preliminary information on costs, I had a vendor do a website demo, and also had a phone call with an Elizabeth City vendor who has done Camden and Perquimans County websites. I am also reviewing the potential of an internal update of the website.

Site Visits with Mike Cox – I conducted site visits to get oriented to ongoing issues and concerns throughout the County. This also included a site visit to the Moyock property, Meads Pool, and potential Unsafe Housing cases as a follow-up to the Special Projects Committee meeting.

13. REPORTS FROM COMMISSIONERS:

Commissioner Meads reported on the RC&D Council meeting.

Commissioner Jordan reported that the new bookmobile has been delivered and will be in operation once a few minor items are addressed.

Commissioner Griffin reported that the airport hosted a well-attended, aviation appreciation day last week. He said the Albemarle Commission is still looking for a new location for their expansion. He suggested the old health department be evaluated as a possible fit.

Commissioner Dixon reported on the recent Special Project Committee meeting. He stated that Attorney Cox is in the process of amending the smoking ordinance. Manager Hammett stated that they also discussed unsafe housing. He said they discussed putting funds in the budget this year and basically put into a queue the number of houses that meet the criteria. The committee

also discussed a potential overgrown lot ordinance and ultimately decided to hold off on it until the next fiscal year due to funds. In addition, they discussed amendments to the dangerous dog and animal welfare ordinances.

Commissioner Dixon reported that the committee that was formed to hire a new economic development executive director has met and are moving forward with the process.

Vice-Chairman Sterritt directed staff to see who is responsible for mowing the grass at the residence next to the courthouse on Elliott Street. He said it is really getting out of hand.

Vice-Chairman Sterritt attended the DSS meeting this morning. He said he and Manager Hammett met with SPCA Director Kim Parrish and toured both the old and the new SPCA buildings. He noted that the SPCA no longer has prisoners helping clean their kennels, so they need additional funds in their budget.

Commissioner Winslow said he is not sure if the Board is aware, but he recently found out that the largest single exporter of products out of Norfolk, VA is J.W. Jones Lumber. Commissioner Griffin added that C.A. Perry is also a large exporter. Commissioner Meads said Universal 1 is also a tremendous operation that many in the community are not aware of.

Chairman Perry stated that he will be attending County Assembly Day on May 30th. He encouraged fellow Board members to attend. He said he will not be at our next commissioners meeting because his grandson is graduating high school.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to adjourn the meeting. The motion carried and the meeting was adjourned at 8:19 PM.

CHAIRMAN

CLERK TO THE BOARD