

**PASQUOTANK COUNTY, NORTH CAROLINA
MAY 18, 2020**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, May 18, 2020 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Jeff Dixon, Chairman
Lloyd E. Griffin, III, Vice-Chairman
Cecil Perry
Frankie Meads
Charles H. Jordan (*via Zoom*)
Sean Lavin
Barry Overman

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
R. Michael Cox (*via Zoom*)
Sheri Small, Finance Director
Lynn Scott, Clerk to the Board

Due to Governor Cooper's executive order limiting public gatherings to no more than ten (10) people, the meeting was streamed live to the Pasquotank County website. Citizens who wished to participate in the Public Comment portion of the meeting were asked to submit their remarks to the Clerk to the Board via email by 2:00 on Monday, May 18, 2020.

The meeting was called to order at 6:00 PM by Chairman Jeff Dixon. Vice-Chairman Lloyd Griffin gave the invocation and Commissioner Frankie Meads led in the Pledge of Allegiance to the American Flag.

Chairman Dixon stated that due to the special circumstances of having remote participation, he will request a roll call vote for all motions.

Chairman Dixon asked the Clerk if any public comments were submitted. The Clerk replied, no.

1. CONTINUATION OF BOARD OF EQUALIZATION AND REVIEW:

Chairman Dixon reconvened the Board of Equalization and Review which was recessed at the last meeting. He asked to hear any appeals from tax payers regarding their tax assessment. County Attorney Mike Cox stated that no additional appeals have been received at this time.

Motion was made by Sean Lavin, seconded by Frankie Meads to adjourn the Board of Equalization and Review for 2020.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

2. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

- a. Approval of Minutes of May 11, 2020 Commissioner Meeting
- b. Adoption of Older Americans Month 2020 Proclamation

Older Americans Month 2020

A PROCLAMATION

Whereas, Pasquotank County includes a growing number of older Americans who make countless contributions to our community every day; and

Whereas, Pasquotank County is stronger when people of all ages, abilities, and backgrounds are included and encouraged to make their mark; and

Whereas, Pasquotank County recognizes the importance of the physical, mental, social, and emotional well-being of its citizens; and

Whereas, Pasquotank County can support our community members by:

- promoting independence, inclusion, and participation;
- engaging older adults through education, recreation, and service; and
- connecting people with opportunities to share their time, experience, and talents.

Now, therefore, The Pasquotank County Board of Commissioners hereby proclaims May 2020 to be Older Americans Month. The Board urges every resident to recognize older adults and the people who support them as essential members of our community.

Dated this 18th day of May, 2020

Motion was made by Lloyd Griffin, seconded by Frankie Meads to approve the Consent Agenda as presented.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

3. TAX RELEASES AND REFUNDS:

The Tax Office has recommended approval of the following Tax Refunds and Solid Waste Fee Releases:

Tax Refunds

		County	City
1.	Levi Allen Henry	105.69	
2.	Robert R. Myers III (2015)	313.12	
3.	Robert R. Myers III (2016)	313.12	
4.	Robert R. Myers III (2017)	317.24	
5.	Robert R. Myers III (2018)	317.24	
6.	Robert R. Myers III (2019)	317.24	
7.	Matthew Wayne Olsovsky	191.60	
8.	Salvation Army	240.70	219.75

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Loraan & Wayne Barclift	P63-39	Vacant
2.	Demetris Holley	12-C-1	Vacant

Motion was made by Sean Lavin, seconded by Frankie Meads to approve the Tax Refunds and Solid Waste Fee Releases as presented.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

4. BUDGET AMENDMENTS:

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

JCPC Funds

Increase	010.0230.4360.05	Juvenile Justice-Pass Thru	42,069.00
Increase	010.6600.5615.10	Juvenile Justice-Pass Thru	42,069.00
Decrease	010.6600.5615.09	JCPC Administration	1,937.00
Decrease	010.0230.4360.04	JCPC Administration	1,937.00

Ag Ext-4-H Funds

Increase	010.0550.4495.00	4-H Revenue	12,000.00
Increase	010.4950.5391.04	4-H Expenses	12,000.00

Jail

Increase	010.0600.4980.00	Jail-Perq/Camden	400,000.00
Increase	010.4320.5700.19	Debt Service	400,000.00

DSS

Increase	011.0240.4536.00	LIHEAP	8,604.00
Increase	011.5400.5688.03	LIHEAP	8,604.00

DSS

Increase	011.0240.4548.00	Crisis Intervention	1,000.00
Increase	011.5400.5688.00	Crisis Intervention	1,000.00

County Manager

Increase	010.0500.4831.00	Interest Earnings	5,280.00
Increase	010.4120.5121.00	Salaries & Wages	4,830.00
Increase	010.4120.5182.00	Retirement	450.00

Tax Admin

Increase	010.0400.4117.00	Tax Collection Fees	4,000.00
Increase	010.0110.4120.00	Loss of PV Exemption	4,000.00
Increase	010.4140.5440.09	Contract Services-State	8,000.00

Motion was made by Cecil Perry, seconded by Sean Lavin to approve the budget amendments as presented.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

5. CONSIDERATION OF FISCAL YEAR 2020-21 GOALS:

County Manager Hammett said as a follow-up to the 2020 Retreat, the Board directed staff to develop proposed goals for Fiscal Year 2020-21. For the portions of the Retreat that were staffed, the directional questions at the end of each section served as a basis for the proposed goals. Goals for the other Retreat sessions were developed based on the information presented, and

feedback from Commissioners during the presentations. Some of the Fiscal Year 2019-20 Goals were multi-year goals, and they have been continued to Fiscal Year 2020-21. Mr. Hammett said in addition, staff met to discuss any other potential goals that they would like to add on the list for the Board to consider.

The Board considered the following Goals for Fiscal Year 2020-21:

Parks and Recreation (address before June 30, 2020 due to agreement expiration)

- Prior to extending the Parks and Recreation Interlocal Agreement (IA), amend number 7 of the IA titled “Advisory Board” to “Parks and Recreation Board:” change the composition of the Board; add the County Manager and City Manager as ex officio members; and strengthen the function/authority of the Board.

FY20-21 Budget

- Develop a no tax increase budget.
- Address Employee Compensation, Sheriff’s Office staffing needs and Volunteer Fire Services within the FY20-21 Budget.

Fire Services

- Pass Resolution – “Encouraging Businesses to Allow Volunteer Firefighters to Respond to Emergency Calls During Working Hours.”
- Identify funding in the Fiscal Year 2020-21 Budget to implement stipends for Volunteer Firefighters.
- Conduct a Work Session on December 7, 2020, to discuss the recommended negotiation of the Fire Service contract with Elizabeth City.

Planning and Inspections

- Finalize street condition assessments and notify property owners/developers of their subdivision’s status and maintenance options.
- Begin developing a plan to address future growth for the Newland area.

Information Technology

- Continue to identify funding in the FY20-21 Budget to expand GPS tracking for non-Public Safety vehicles.
- Continue to expand the use of new technology based on cost versus benefits and funding availability.

Water Department

- Continue with the plan to address the Reverse Osmosis wellfield issues, including completion of the retrofit of all existing wells with variable frequency drives and identification of sites for new wells.
- Finalize Water and Sewer Master Plan and begin implementing recommendations, based on funding availability.

Sheriff’s Office

- Continue to work with the Sheriff to help achieve his goals for the future direction of the department to address crime.

Countywide Drainage

- Work through the Drainage Advisory Committee to begin addressing countywide drainage and water quality issues.
- Attempt to establish a Drainage District in the desert.
- Identify funding in the FY2020-21 budget for another project for addressing public drainage concerns.

Lobbyist/Legislative

- Follow-up monthly with our Lobbyist to ensure support of both the NCACC’s legislative goals and Pasquotank County’s local goals.
- Schedule two Board presentations for our Lobbyist to provide legislative updates and updates on their efforts in pursuing the County’s legislative goals.

Economic Development

- Pursue industrial site certification for the Pasquotank County Commerce Park through Electricities and the North Carolina Department of Commerce.
- Engage with speculative builders to promote the Pasquotank County Commerce Park for a potential shell building partnership.
- Gain site control of all, or a portion of the Tanglewood Megasite through a public-private partnership to promote the site for economic development purposes.

Other Goals

- Initiate annual community meetings for staff to convey information to citizens and to answer questions.
- Develop a plan to establish permanent Board meeting space.
- Continue process of updating and codifying county ordinances.

Motion was made by Cecil Perry, seconded by Lloyd Griffin to adopt the proposed Fiscal Year 2020-21 Goals, as presented.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

6. REQUEST TO SELL PROPERTY LOCATED AT 333 WINFALL BOULEVARD:

County Manager Hammett informed the Board that Dr. Neil DeNunzio retired, and ended his month-to-month lease of the County owned property located at 333 Winfall Boulevard, Winfall, North Carolina on April 30th. He recommended approval to retain a real estate agent to market the property for sale. He noted that any sale would have to go through the upset bid procedure.

Motion was made by Frankie Meads, seconded by Sean Lavin to approve retaining a real estate agent to market county property located at 333 Winfall Boulevard, Winfall, NC, with the sale going through the up-set bid procedure.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

7. DEPARTMENT OF SOCIAL SERVICES – REQUEST FOR REALLOCATION OF FUNDING FOR VEHICLE PURCHASE:

County Manager Hammett explained that the Department of Social Services (DSS) vehicles are used for individual staff travel for training, home visits and visits outside of the County. All DSS employees may potentially require the use of an agency vehicle for work-related travel. Primarily, thirty staff access, sign-out, and use the agency vehicles on a regular basis for local and out-of-county travel. Earlier this Fiscal Year, DSS lost one of their vans due to age, mileage and extensive repairs, and they would like to replace the van with a sedan. He said DSS has funding available in Capital Outlay left over from computer purchases that came in under budget. Mr. Hammett recommended approval to reallocate \$18,067 in DSS Capital Outlay funding to purchase a 2019 Ford Fusion for the Department of Social Services.

Motion was made by Barry Overman, seconded by Lloyd Griffin to approve reallocation of \$18,067 in DSS Capital Outlay funding to purchase a 2019 Ford Fusion for the Department of Social Services.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

8. ALBEMARLE HOSPITAL AUTHORITY DISSOLUTION AND DISBURSEMENT OF FUNDS:

County Manager Hammett said on Thursday, May 14, 2020, the Albemarle Hospital Authority (AHA) took action to dissolve. In addition, the AMA has \$622,277.34 funds remaining which have to be disbursed. The AHA recommended the following distribution of their remaining funds: payment of remaining AHA legal fees and other minor expenses; final external audit of AHA - \$5,000; legal fee reimbursement to Pasquotank County - \$191,960.06; and the balance of the remaining funds being distributed to College of the Albemarle Health Sciences Program – Simulation Lab to expand nursing and other health care programs.

He explained that the Board of Commissioners also has to take action to dissolve the AHA. He recommended that the Board dissolve the AHA; accept the AHA’s recommendation for disbursement of funds; and authorize him to work with the AHA and College of the Albemarle to draft a Memorandum of Understanding regarding the use of the funds.

Motion was made by Lloyd Griffin, seconded by Sean Lavin to approve the following resolution authorizing the dissolution of the Albemarle Hospital Authority, as well as accept the AHA’s recommendation for disbursement of funds, and authorize the County Manager to work with the AHA and College of the Albemarle to draft a Memorandum of Understanding regarding the use of funds.

**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF PASQUOTANK COUNTY
AUTHORIZING THE DISSOLUTION OF
ALBEMARLE HOSPITAL AUTHORITY**

WHEREAS, on June 5, 2000, the Board of Commissioners of Pasquotank County adopted a Resolution creating Albemarle Hospital Authority (the “Hospital Authority”) in the interest of the public health and welfare of the citizens and residents of Pasquotank County and the surrounding area (the “Resolution of Creation”);

WHEREAS, pursuant to the Resolution of Creation, on June 14, 2000, an Application for Incorporation as a Hospital Authority was filed by the Board of Commissioners of the Hospital Authority in the Office of the North Carolina Secretary of State, thereby formally creating the Hospital Authority;

WHEREAS, Section 11 of the Resolution of Creation states that “[t]he Board of Commissioners of Pasquotank County shall have the power to petition for Judicial Dissolution under the provisions of Chapter 55A, Article 14, Part 3 of the North Carolina General Statutes, or may enter into an agreement with the Board of Commissioners of the [Hospital Authority] to dissolve the [Hospital Authority]”;

WHEREAS, since the adoption of the Resolution of Creation, the interest of the public health and welfare mandating the creation of the Hospital Authority has changed such that the Hospital Authority, having well served its purpose, is no longer necessary to operate, or to oversee the operations of, a hospital in Pasquotank County;

WHEREAS, in accordance with Section 11 of the Resolution of Creation, the Board of Commissioners of Pasquotank County desires to signify its agreement with the Board of Commissioners of the Hospital Authority to dissolve the Hospital Authority; and

WHEREAS, the Board of Commissioners of the Hospital Authority also has signified its agreement with the Board of Commissioners of Pasquotank County to dissolve the Hospital

Authority by its Consent to Action Without Meeting set forth as Exhibit A, attached hereto and incorporated herein by reference as if fully set forth.

NOW, THEREFORE, the Board of Commissioners of Pasquotank County does hereby resolve and enact as follows:

1. The Board of Commissioners of Pasquotank County hereby finds that the interest of the public health and welfare mandating the creation of the Hospital Authority has changed such that the Hospital Authority, having well served its purpose, is no longer necessary to operate, or to oversee the operations of, a hospital in Pasquotank County.

2. By the enactment of this Resolution, the Board of Commissioners of Pasquotank County hereby signifies its entry into an agreement with the Board of Commissioners of the Hospital Authority to dissolve the Hospital Authority, as is also signified by the Consent to Action Without Meeting of the Board of Commissioners of the Hospital Authority, set forth on the attached Exhibit A, such that together, this Resolution and the Consent to Action Without Meeting of the Board of Commissioners of the Hospital Authority shall be deemed to constitute both joint and several approval and agreement by the Board of Commissioners of Pasquotank County and the Board of Commissioners of the Hospital Authority of the dissolution of the Hospital Authority in accordance with Section 11 of the Resolution of Creation.

3. The Board of Commissioners of Pasquotank County hereby ratifies and approves for filing in the Office of the North Carolina Secretary of State the Articles of Dissolution and Plan of Dissolution and Complete Liquidation of the Hospital Authority set forth as Exhibit B, attached hereto and incorporated herein by reference as if fully set forth.

4. The Board of Commissioners of Pasquotank County hereby authorizes its Chairman, the County Manager, the County Attorney, and such other agents and representatives of Pasquotank County, to take such other and further actions as may be required to carry out the purposes and intent of this Resolution.

Dated as of the 18th day of May, 2020.

Exhibit A

CONSENT TO ACTION WITHOUT MEETING AUTHORIZING THE DISSOLUTION OF ALBEMARLE HOSPITAL AUTHORITY

We, the undersigned, being all of the members of the Board of Commissioners of Albemarle Hospital Authority (the "Hospital Authority"), acting in unanimous consent in lieu of a meeting of the Board of Commissioners, pursuant to Article V, Section 5.7 of the Amended and Restated Bylaws of the Hospital Authority, do hereby adopt the following Resolution by signing our written consent thereto, and by execution of these minutes, do hereby waive any and all formalities of meeting, including, but not limited to, notice, time, date, place, and purpose of said meeting.

RESOLUTION

WHEREAS, on June 5, 2000, the Board of Commissioners of Pasquotank County adopted a Resolution creating the Hospital Authority in the interest of the public health and welfare of the citizens and residents of Pasquotank County and the surrounding area (the "Resolution of Creation");

WHEREAS, pursuant to the Resolution of Creation, on June 14, 2000, an Application for Incorporation as a Hospital Authority was filed by the Board of Commissioners of the Hospital Authority in the Office of the North Carolina Secretary of State, thereby formally creating the Hospital Authority;

WHEREAS, Section 11 of the Resolution of Creation states that "[t]he Board of Commissioners of Pasquotank County shall have the power to petition for Judicial Dissolution under the provisions of Chapter 55A, Article 14, Part 3 of the North Carolina General Statutes, or may enter into an agreement with the Board of Commissioners of the [Hospital Authority] to dissolve the [Hospital Authority]";

WHEREAS, Section 8 of the Resolution of Creation states, in part, that “[t]he organizational documents of the [Hospital Authority], to the extent permitted by law, shall require that, upon dissolution of the [Hospital Authority], all remaining assets at the time of such dissolution shall be distributed to the County”;

WHEREAS, in the manner required by the Resolution of Creation, Section 9 of the Application for Incorporation as a Hospital Authority states that “[t]o the extent permitted by law, upon dissolution of the hospital authority, all remaining assets at the time of such dissolution shall be distributed to Pasquotank County”;

WHEREAS, since the adoption of the Resolution of Creation, the interest of the public health and welfare mandating the creation of the Hospital Authority has changed such that the Hospital Authority, having well served its purpose, is no longer necessary to operate, or to oversee the operations of, a hospital in Pasquotank County;

WHEREAS, in accordance with Section 11 of the Resolution of Creation, the Board of Commissioners of the Hospital Authority desires to signify its agreement with the Board of Commissioners of Pasquotank County to dissolve the Hospital Authority; and

WHEREAS, the Board of Commissioners of Pasquotank County also has signified its agreement with the Board of Commissioners of the Hospital Authority to dissolve the Hospital Authority by its Resolution Authorizing the Dissolution of Albemarle Hospital Authority set forth as Exhibit A, attached hereto and incorporated herein by reference as if fully set forth.

NOW, THEREFORE, the Board of Commissioners of the Hospital Authority does hereby resolve and enact as follows:

1. The Board of Commissioners of the Hospital Authority hereby finds that the interest of the public health and welfare mandating the creation of the Hospital Authority has changed such that the Hospital Authority, having well served its purpose, is no longer necessary to operate, or to oversee the operations of, a hospital in Pasquotank County.

2. By the enactment of this Resolution, the Board of Commissioners of the Hospital Authority hereby signifies its entry into an agreement with the Board of Commissioners of Pasquotank County to dissolve the Hospital Authority, as is also signified by the Resolution Authorizing the Dissolution of Albemarle Hospital Authority of the Board of Commissioners of Pasquotank County, set forth on the attached Exhibit A, such that together, this Consent to Action Without Meeting and the Resolution Authorizing the Dissolution of Albemarle Hospital Authority of the Board of Commissioners of Pasquotank County shall be deemed to constitute both joint and several approval and agreement by the Board of Commissioners of the Hospital Authority and the Board of Commissioners of Pasquotank County of the dissolution of the Hospital Authority in accordance with Section 11 of the Resolution of Creation.

3. The Board of Commissioners of the Hospital Authority hereby ratifies and approves for filing in the Office of the North Carolina Secretary of State the Articles of Dissolution and Plan of Dissolution and Complete Liquidation of the Hospital Authority set forth as Exhibit B, attached hereto and incorporated herein by reference as if fully set forth.

4. The Board of Commissioners of the Hospital Authority authorizes the complete liquidation of the assets of the Hospital Authority and transfer of the same to Pasquotank County in a manner that is consistent with the Resolution of Creation, the Application for Incorporation as a Hospital Authority filed by the Board of Commissioners of the Hospital Authority in the Office of the North Carolina Secretary of State, and the Articles of Dissolution and Plan of Dissolution and Complete Liquidation of the Hospital Authority set forth as Exhibit B, attached hereto.

5. The Board of Commissioners of the Hospital Authority hereby further authorizes its Chair, Vice Chair, Secretary, Treasurer, and such other agents and representatives of the Hospital Authority, to take such other and further actions as may be required to carry out the purposes and intent of this Resolution.

6. The above actions are hereby approved by unanimous consent of the Board of Commissioners of the Hospital Authority, in accordance with the requirements of Article V, Section 5.7 of the Amended and Restated Bylaws of the Hospital Authority.

This Consent to Action Without Meeting may be executed in counterparts and all so executed shall constitute one consent, notwithstanding that all Commissioners are not signatories to the original or same counterpart.

This Consent to Action Without Meeting is dated as of the 14th day of May, 2020.

Exhibit B

**ARTICLES OF DISSOLUTION OF
ALBEMARLE HOSPITAL AUTHORITY**

The Board of Commissioners of Pasquotank County, as the creator of Albemarle Hospital Authority by Resolution dated June 5, 2000, and the Board of Commissioners of Albemarle Hospital Authority, hereby jointly submit the following Articles of Dissolution for the purpose of dissolving Albemarle Hospital Authority, a North Carolina hospital authority, incorporated in accordance with the requirements of N.C. Gen. Stat. § 131E-19, by virtue of the Application for Incorporation as a Hospital Authority filed in the Office of the North Carolina Secretary of State on June 14, 2000.

The name of the hospital authority is Albemarle Hospital Authority (the “Hospital Authority”).

The names and addresses of the Officers and Commissioners of the Hospital Authority are as follows:

Mary Anne Keyes, Chair
700 E. Main Street, Unit 203
Elizabeth City, NC 27909

Jeffrey A. Aldridge, Treasurer
110 Duchess Court
Kill Devil Hills, NC 27948

Ginger S. Parrish, Ph.D., Vice Chair
401 Lane Drive
Elizabeth City, NC 27909

Lloyd Griffin
751 Riverside Avenue
Elizabeth City, NC 27909

Glover Shannon
1267 Florida Road
Elizabeth City, NC 27909

Sean Lavin
308 Planter’s Run
Elizabeth City, NC 27909

Charles Woodard
250 Cedar Street Road
Hertford, NC 27944

Claudie J. Mackey, Ed.D.
2213 Meads Street
Elizabeth City, NC 27909

William S. Richardson
6076 Caratoke Highway
Poplar Branch, NC 27965

Dr. Neil DeNunzio, Secretary
617 Alton Street
Elizabeth City, NC 27909

John Mark Aydlett
111 Havenwood Drive
Camden, NC 27921

Attached hereto as Appendix A, incorporated herein by reference as if fully set forth, is the Plan of Dissolution and Complete Liquidation that was approved by the Board of Commissioners of Pasquotank County on May 18, 2020, and was approved by the Board of Commissioners of the Hospital Authority on May 14, 2020.

These Articles of Dissolution were approved and authorized by the Board of Commissioners of Pasquotank County on May 18, 2020, and were approved and authorized by the Board of Commissioners of the Hospital Authority on May 14, 2020.

These Articles of Dissolution shall be effective upon filing.

This, the 18th day of May, 2020.

APPENDIX A

**PLAN OF DISSOLUTION AND COMPLETE LIQUIDATION
OF ALBEMARLE HOSPITAL AUTHORITY**

1. The Chair of the Board of Commissioners of Albemarle Hospital Authority, and her designees (collectively, the “Chair”), are authorized to and shall liquidate the assets of Albemarle Hospital Authority (the “Hospital Authority”) in accordance with the authorizations and approvals for such dissolution and complete liquidation as set forth in the Resolution of the Board of Commissioners of Pasquotank County Authorizing the Dissolution of Albemarle Hospital Authority, dated May 18, 2020, and the Consent to Action Without Meeting of the Board of Commissioners of the Hospital Authority, dated May 14, 2020.

2. All liabilities and obligations of the Hospital Authority shall be paid and discharged, or provision for payment of such liabilities and obligations shall be undertaken.

3. After payment of, or provision for the payment of, all liabilities and obligations of the Hospital Authority, any assets held by the Hospital Authority upon condition requiring return, transfer, or conveyance by reason of the dissolution of the Hospital Authority shall be returned, transferred, or conveyed in accordance with such requirements.

4. After such obligations and claims have been paid or provided for, if any, the Chair shall distribute, or cause to be distributed, all of the remaining assets of the Hospital Authority to, or for the exclusive use of, Pasquotank County, North Carolina, a body politic and corporate under the laws of the State of North Carolina.

5. The Chair and the Chairman of the Board of Commissioners of Pasquotank County each shall execute, and together shall cause to be filed, Articles of Dissolution in accordance with the laws of the State of North Carolina.

6. The Chair shall satisfy such advertising and notice requirements and procedures as may be required by applicable law in connection with this Plan of Dissolution and Complete Liquidation, if any.

7. The Chair shall file, or cause to be filed, in due course, all other forms and documents required to be filed by the State of North Carolina and the federal government, including tax returns in connection with the dissolution and complete liquidation of the Hospital Authority.

8. The Chair shall execute, in the name and on behalf of the Hospital Authority, such certificates, applications, instruments, or other documents; shall file or record, or shall cause to be filed or recorded, such documents; and take, from time to time, such other and further actions as she deems necessary or appropriate to carry out the purpose of this Plan of Dissolution and Complete Liquidation.

Commissioner Griffin said one of the things the Hospital Authority wanted to make sure of is that the funds are distributed to the College of the Albemarle Health Sciences Program Simulation Lab to expand nursing other health care programs that will benefit the whole region.

Commissioner Lavin said he enjoyed his time, although brief, on the Hospital Authority Board. He said it was a great group of individuals who were all there for the right reasons, and interested in moving this area forward. They were expressly interested in making sure the money is used to help benefit the citizens in the region, and the Simulation Lab seemed like something that everyone on the board could get behind.

Commissioner Perry asked if any of the money could have been used at Elizabeth City State University. Commissioner Griffin said that a track at ECSU did come up in the Hospital Authority’s discussion, but the board felt that the nursing program would have a bigger impact on the seven counties that generated the money.

Chairman Dixon	Yea
Vice-Chairman Griffin	Yea
Commissioner Perry	Yea
Commissioner Meads	Yea
Commissioner Jordan	Yea
Commissioner Lavin	Yea
Commissioner Overman	Yea

The motion carried unanimously.

9. BUDGET PRESENTATION – GENERAL FUND:

Finance Officer Sheri Small presented the general fund revenues and expenditures as of April 30, 2020, as well as an overview of the County's debt. Commissioner Meads praised staff for decreasing debt over the past eight years that he has been on the Board.

County Manager Hammett stated that the recommended budget does not include a tax increase or any fee increases. The Fiscal Year 2019-20 approved budget totaled \$48,952,831, and the recommended FY2020-21 budget totals \$48,519,232. The impact of COVID-19 on Sales Taxes could vary significantly based on the business restrictions Governor Cooper puts in place and the impact of a potential second wave in the fall/winter that many infectious disease experts are predicting. Revenue from Sales Taxes (Articles 39, 40 and 42) is budgeted flat for FY2020-21. The flat revenue projection accounts for the impact of COVID-19, as it represents a 7.29% decline from the FY2019-20 Sales Tax trend through the May 15th distribution (sales tax collections for first 8-months through February 2020).

Mr. Hammett said for FY2019-20, the projected Property Tax Collection Rate was 96.7%, and we are at 95.83% through April collections. Due to the impact of COVID-19, staff is projecting a 96.2% Property Tax Collection Rate for FY2020-21. The .5% decline is consistent with guidance from the North Carolina Association of County Commissioners.

One of the FY2019-20 Board Retreat Goals was to develop a phased Compensation Study Implementation Plan based on state averages and lateral increases for employees using their current pay step. The salary cost for the General Fund increases is \$629,000, plus approximately \$119,000 for benefits (FICA, Retirement, and 5% state mandated 401k contribution for law enforcement employees).

Mr. Hammett reviewed budget highlights and major County items that were not funded in the FY20-21 recommendation. Commissioner Griffin requested the Land Use Plan (\$75,000) be included in this year's budget.

Mr. Hammett noted that College of the Albemarle requested a flat FY2020-21 operational allocation of \$1,735,000. The recommended budget includes COA's requested operational allocation of \$1,735,000. COA requested a FY2020-21 Capital funding increase of \$130,000 (\$700,000 to \$830,000). Capital is funded at \$770,000, which includes \$270,000 in debt for the last phase of the roof replacement at the Performing Arts Center.

Mr. Hammett stated that ECPPS requested a flat FY2020-21 operational allocation of \$11,364,000. The recommended budget includes the requested operational allocation of \$11,364,000. ECPPS' Capital Request includes an additional \$50,000 request for Chrome Books - \$250,000 total. He said \$250,000 for Chrome Books is included in the recommended budget. ECPPS' Capital Project Request is \$1,871,000. ECPPS has also requested a \$1,500,000 rollover of FY2019-20 capital for the Northeastern High School HVAC project.

Mr. Hammett reminded the Board that the next Budget Work Session is scheduled for Thursday, May 28th at 4:00PM.

Ms. Small provided an overview of Special Revenue Funds.

10. REPORTS FROM COMMISSIONERS:

Commissioner Overman attended the DSS meeting this morning. He stated that the director and staff have done an excellent job. The Coronavirus is keeping them very busy.

Commissioner Jordan said he will be setting up an Appointments Committee meeting in the near future. He participated in the Trillium meeting last week. They are implementing changes to make sure the providers continue to provide services to their clients, and have increased their rates to the providers. Opioid treatments have moved to a case rate, instead of a rate for every visit. Medicaid reform has been put on hold. The Jail Board will be meeting this week.

Commissioner Lavin stated that he has not participated in any meetings since the Board last met. He thanked staff for putting together the budget presentation.

Commissioner Meads said he does not have any committee reports at this time. He noted that a Dangerous Dog Hearing is scheduled for May 26th.

Commissioner Perry said the Health Department recently held their monthly meeting.

Vice-Chairman Griffin said the Airport Authority's Selection Committee met last week and are working towards hiring a new Airport Manager. By June, the Albemarle Commission should have a new Director. The Albemarle Commission applied for and is administering a Clean Water Management Trust Fund Planning Grant to study alga blooms. In the near future, NC Works will be moving to a new facility at Jordan Plaza. The Rural Planning Organization will be meeting tomorrow. The Meals-on-Wheels Program is still in need of volunteers. EDC will meet on June 17th. The Water & Sewer Master Plan should be complete by July, 2020.

Chairman Dixon noted that he does not have reports at this time.

There being no further business, Chairman Dixon asked for a motion to adjourn the meeting.

Motion was made by Frankie Meads, seconded by Lloyd Griffin to adjourn the meeting. The motion carried and the meeting was adjourned at 7:50 PM.

CHAIRMAN

CLERK TO THE BOARD