

**PASQUOTANK COUNTY, NORTH CAROLINA  
AUGUST 1, 2016**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, August 1, 2016 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:** Joseph S. Winslow, Jr., Chairman  
Cecil Perry, Vice-Chairman  
Jeff Dixon  
Lloyd E. Griffin, III  
Dr. William R. Sterritt  
Frankie Meads  
Bettie J. Parker

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Rodney Bunch, County Manager  
Sheri Small, Finance Officer  
Lynn Scott, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Joe Winslow. He welcomed everyone present. Commissioner Lloyd Griffin gave the invocation and Commissioner William Sterritt led in the Pledge of Allegiance to the American Flag.

**1. PRESENTATION OF PINS TO EMPLOYEES FOR YEARS OF SERVICE:**

Chairman Winslow called on the following county employees to receive pins recognizing their years of service to Pasquotank County: All of which were unable to attend tonight's meeting.

<b>Employee</b>	<b>Department</b>	<b>Years of Service</b>	<b>Date Hired</b>
Glenn Ward	EMS	20 year	4-16-1996
Nykea Bailey	DSS	10 year	4-17-2006
Gayle McCullen	Personnel	10 year	5-22-2006

**2. AMENDMENTS TO THE AGENDA:**

Chairman Winslow asked if there were any amendments to the agenda.

Vice-Chairman Cecil Perry requested that the agenda be amended to add the following items recommended by the Finance Committee at its meeting today to the consent agenda: 1) Approval to extend Solid Waste Disposal and Transfer Agreement; 2) Approval to hire part-time support position for Cooperative Extension; and 3) Approval of Budget Amendments, and add 1) Discussion on sole source purchase of a Mack truck for the Solid Waste Department to New Business. Commissioner Lloyd Griffin requested to add appointments to boards and committees to New Business as well.

Motion was made by Cecil Perry, seconded by Jeff Dixon to approve the amendments to the agenda as recommended. The motion carried unanimously.

**3. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of July 11, 2016 Commissioner Meeting

b. Approval of Tax Releases, Refunds and Solid Waste Fee Releases

The Finance Committee has recommended approval of the following tax releases, refunds and solid waste fee releases:

**Tax Releases**

		<b>County</b>	<b>City</b>
1.	Gordon & Marilyn Barclift	259.00	163.75
2.	Mamie B. Rountree	677.76	524.66
3.	Carol Lee Carr	259.00	163.75

4.	Gordon T. & Frances Curles	269.64	
5.	Albert Jr. & Laura W. Davis	343.36	
6.	Billy B. & Elaine L. Durlington	411.00	
7.	Charlie H. & Mary E. Elliott	377.56	
8.	Linwood M. Gallop	259.00	163.75
9.	Estella Gibbs	117.64	41.92
10.	Cecil Henson & Mary-Alice Margaret Harris	411.00	
11.	Douglas Hewitt & Sheri Wittenberg	411.00	
12.	Mary Florence Teresa McCarthy	259.00	163.75
13.	Wilbert Midgett (Heirs)	245.32	151.96
14.	William Bryon Perry Lf Est	613.16	
15.	Joseph Richard & Brenda Russell	413.66	297.05

**Tax Refunds**

		County	City
1.	William Douglas Bright		258.12
2.	D B W Ventures – 2012	1099.42	808.08

**Solid Waste Fee Release**

	OWNER'S NAME	PARCEL ID NUMBER	REASON FOR RELEASE
1.	Tony Lewis	11-A-8	Vacant

*c. Approval of Family Subdivision Request FS 16-03 by Sandra T. Jones*

Staff recommends approval of Family Subdivision Request FS 16-03 by Sandra T. Jones. Ms. Jones is requesting to create a 2.0 acre gift lot for her son, Johnny F. Jones, III, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 231.19 feet of road frontage is provided to the parcel off of Simpson Ditch Road. Documentation that the plat qualifies as a family subdivision has been provided and an improvement permit has been issued for a septic system. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

*d. Approval to Extend Solid Waste Disposal and Transfer Agreement*

Staff recommends approval to amend the former contract with Waste Industries for a 2-year period, with a \$21.50 per ton processing/hauling rate and a \$2.75 base fuel charge.

*e. Approval to Hire Part-time Support Position for Cooperative Extension*

Staff recommends approval to hire a part-time support position for Cooperative Extension. Travis Burke included within the 2016-17 budget request that he would like to hire a part-time support person. The salary line item in the approved 2016-17 budget is \$157,000, the same amount that was in the 2015-16 Budget. Currently there is a vacant position (Tom Campbell) due to retirement that should be filled at a lower salary.

*f. Approval of Budget Amendments*

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

**ECPPS**

Increase	010.0991.4991.00	Fund Balance Appropriated	\$690,524.00
Increase	010.5910.5636.00	Capital Outlay	203,524.00
Increase	010.5910.5636.01	Additional Funding	487,000.00

**COA**

Increase	010.0991.4991.00	Fund Balance Appropriated	87,182.00
Increase	010.5920.5636.00	Education - Capital Outlay	87,182.00

Motion was made by Lloyd Griffin, seconded by Cecil Perry to approve the Consent Agenda as amended. The motion carried unanimously.

The following tax releases have been approved by the Finance Officer:

		<b>County</b>	<b>City</b>
1.	James P. & Lisa A. Anglin	13.28	
2.	Heath Andrew Day	3.42	
3.	Wilbert Seymore	30.52	
4.	Herman Ray Meads & Loretta Wooten	51.68	
5.	Franklin Lee Foster	1.52	
6.	Jessica Aponte Nunes	7.00	5.89
7.	Wilbert Seymore	45.82	
8.	Wilbert Seymore	46.57	
9.	Wilbert Seymore	56.17	
10.	Wilbert Seymore	56.17	
11.	Zack Dennis Robertson, Jr.		3.52
12.	Raymond Eugene Phillips	6.73	
13.	Mary Heck Schaan	38.03	30.77
14.	David Ashton Ellis	18.47	
15.	Ronald Ray Winslow	3.42	
16.	Timothy Jordan Williams	6.84	5.76
17.	GNC #3810	3.27	2.64

**4. APPROVAL OF SOLE SOURCE PURCHASE OF A MACK TRUCK FOR THE SOLID WASTE DEPARTMENT:**

The Finance Committee has recommended that the Board approve the sole source purchase of a Mack transfer truck for the Solid Waste Department at a total of \$115,000.

Motion was made by Lloyd Griffin, seconded by Bettie Parker to approve the sole source purchase of a Mack truck for the Solid Waste Department at \$115,000.

Discussion followed and Commissioner Frankie Meads stated that when he looks at what the state asks and what the states says, there is every indication there that the best thing for us to do is to have more than one source in order to purchase the truck. He said one of the exceptions is we can standardize the truck. He said we can still standardize the truck with more than one bid. He said we chose to work with only one bid. He understands that we sent out bids and he would like to see a copy of those bids and who they went to. He said he is not saying that we are receiving a price that is out of whack one way or the other, he is just saying we should follow the guidelines the state gives us and they recommend if at all possible, to bid these things out. He said he does not think there are any reasons why we should not bid it out. Just because we did not get any bids, usually when a bid is put out like this, you rebid it. He asked that we rebid it and he asked that in the future all bids that are a certain amount the board decides on should go out for at least three bids. He said he opposes accepting the bid.

Commissioner Sterritt said as he understands it the decision was made by the Solid Waste Committee before the deadline for the bids to be presented and we know that a bid came in at 4:58 and the deadline was 5:00. He said the bid should have been considered. He said the statement in our finance committee agenda was “there were no bids received” and you heard Mr. Etheridge say there was one bid received. He said what was written and what was said were different so he does not understand that. He cannot see the disadvantage to Pasquotank for rebidding it and his suggestion last time we met was if we rebid and everyone at the Mack Dealerships is aware we are rebidding maybe we can save \$5,000. He asked was Tidewater Mack involved in the rebidding and if so why is there a statement in there that “no bids were received”. He does not think what we have done up to this point has been done in the best way.

Finance Officer Sheri Small said the Finance Committee Agenda was written by the County manager. She is not sure whether he meant “no bids” or “no other bids”. She said to get clarification we need Mr. Bunch here. She does not know if it was a typo when it was prepared or not. Commissioner Sterritt asked who was available at that particular time of day at 4:58 PM to see if a final bid came in. Ms. Small said she cannot answer that because she does not know where the e-mail was sent or who it was sent to. Commissioner Sterritt stated that he suspects that all that business was taken on a Friday. He asked if he is right.

Commissioner Dixon stated that the bidding process had closed prior to the last Solid Waste Committee meeting. Ms. Small said it was her understanding that this is why they only held it open for a week, because they wanted to make sure they got any and all bids prior to the Solid Waste Committee meeting so the committee could take a look at whatever bids were received and make a decision from that. She noted that she was not part of the process.

Commissioner Sterritt said the particular bid that staff said they did not see happened to be over \$115,000 so it did not make a difference.

Commissioner Parker said if she is not mistaken it was indicated this afternoon that Mr. Etheridge does not know what we have written on our copy of the agenda, but he did indicate that there was one bid. Commissioner Sterritt said he heard him say that what is on the agenda is incorrect and it should have said “no other bids were received”, which means Tidewater Mack Co. had submitted a bid.

Chairman Winslow said he has not seen the e-mail. He asked what date the e-mail was sent. He said in the future when the Board is dealing with issues like this he does not care who gets it on the Board it needs to be distributed to the whole Board. He stated that no one person is supposed to hold it. Commissioner Meads answered July 19<sup>th</sup> at 4:58 PM. Chairman Winslow looked at a copy of the e-mail. He said it only shows that something was sent. He does not know if it is Mr. Etheridge’s e-mail and he does not know if it is spam or what, but he does know that we were told about this at 4:00 this afternoon. He asked why the Board was not made aware of this sooner. Commissioner Meads asked what that has to do with anything. Chairman Winslow said because the Board has not had time to discuss the issue and look into it. Commissioner Dixon noted that the person sending the bid is apologizing because they did not meet the timeline. He said they apologized for being late. Commissioner Meads said to look at the time.

Commissioner Meads said there are four pages of specs on the truck and a week is not much time to place a bid. Commissioner Dixon disagreed. He said they put out bids for eighteen wheelers all the time. Commissioner Meads told Commissioner Dixon he has a right to do that and he has a right to his own opinion also, but normally when you are buying a truck it takes time to build specs on it. He is just saying he does not believe there is a big loss, but he does think we need to change our practice and the way that we do bids if this is the way we do it in the future. Again, when he looks at the bid process, it also states that one source bidding has never been challenged in court. A dealer could come up and say he did not get a chance to bid. He said it is not going to happen because they are not going to spend the money to do that, but he could do it. He is just saying we need to change the way we are doing bids. Chairman Winslow said it is poor business to send something out at 4:58 PM.

Commissioners Perry said as Chairman of the Solid Waste Committee they did everything they were supposed to do. He called for the question.

The motion to approve the sole purchase of a Mack truck for the Solid Waste Department carried by a five to two vote, with Commissioner Winslow, Perry, Dixon, Griffin, and Parker voting in favor and Commissioners Sterritt and Meads voting against the motion.

Commissioner Meads requested his comments be recorded verbatim.

**5. RECOMMENDATION FROM THE APPOINTMENTS COMMITTEE:**

Commissioner Griffin stated that the Appointments Committee has recommended the nomination of Curtiss Albany for appointment to the Board of Adjustments to replace Dion Vimenti due to him relocating. This appointment will be included on the next agenda for final approval.

**6. REPORTS FROM COMMISSIONERS:**

Commissioner Sterritt reported that the Department of Social Services met this morning. He said they received two applications this morning to fill a vacant position on the board.

Commissioner Parker attended the Northern Regional Advisory Board meeting. She said she has copies of the information presented if anyone would like a copy. She provided a handout regarding the Mental Health Task Force and said if anyone has any comments or responses she

will be glad to carry them back to their next meeting. She will be attending the NCACC Conference in Winston Salem from August 11-14.

Commissioner Griffin stated that the former Airport Manager Dion Viventi has moved to Nash County. He said the authority has received 17 resumes and the timeframe for accepting application is open for another two weeks.

Commissioner Griffin noted that the traffic in our area is increasing.

Commissioner Perry said he recently read in the paper about a training program that is being made available for citizens of the county. He said he believes there needs to be more discussion prior to the training so the board can put forth their best effort. Commissioner Sterritt stated that he is on the Community Relations Committee and he feels we should move forward with it. He said the CRC will spearhead the program and act as an agency to make sure that everything goes along smoothly.

Chairman Winslow attended a meeting at Mt. Carmel Missionary Church concerning national race relations. He said it was very well attended. He stated that a group is being formed of local ministers and others who can work on bringing our community together. Last weekend he attended an excellent event at the Arlington Memorial Cemetery.

**7. COUNTY ATTORNEY COMMENTS:**

Attorney Cox reported that he finished up his term as President of the North Carolina Association of County Attorneys. He said it was a pleasure serving. He noted that he still serves on the executive board.

Chairman Winslow noted that he will not be in attendance at the next County Commissioner Meeting due to out-of-town business.

Chairman Winslow asked if there was any further business to come before the Board. There being no further business he asked for a motion to adjourn the meeting.

Motion was made by Cecil Perry, seconded by Frankie Meads to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:40 PM.

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CHAIRMAN

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CLERK TO THE BOARD