

PASQUOTANK COUNTY, NORTH CAROLINA
AUGUST 18, 2014

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, August 18, 2014 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT:

Jeff Dixon, Chairman
Joseph S. Winslow, Jr., Vice-Chairman
Lloyd E. Griffin, III
Cecil Perry
Dr. William R. Sterritt
Frankie Meads

MEMBERS ABSENT:

Gary G. White

OTHERS PRESENT:

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

The meeting was called to order at 7:00 PM by Chairman Jeff Dixon who welcomed everyone. Commissioner Lloyd Griffin gave the invocation and Vice-Chairman Joe Winslow led in the Pledge of Allegiance to the American Flag.

1. REPORT REGARDING PARKS AND RECREATION ACTIVITIES:

Chairman Dixon called on Bobbi White, Parks and Recreation Director, to present a report on parks and recreation programs and activities.

Ms. White provided a packet of materials for each Commissioner outlining all of the Parks and Recreation Department activities over the course of a year. She said the Parks and Recreation Department which includes the Senior Center has fifteen full-time employees and approximately twenty-two part-time and seasonal employees. They maintain forty-six parks and recreational areas throughout the city and the county for youth and adult recreational opportunities including baseball, soccer, volleyball, and basketball. Ms. White said in 2014 there are 36 weekend travel and little league tournaments scheduled at South Park. This does not count the Monday through Thursday nights and the three weekends it is used for the city's own little league baseball and softball games, nor the COA and ECSU baseball and softball clinics that were held at South Park as well. Ms. White stated that the Parks and Recreation Department has many programs, which she listed, for individuals age four and up. She said the oldest participant they had turned 100 years old and was still taking fitness classes two times a week until she died. She stated that the Senior Center features many social and recreational activities for senior citizens.

Vice-Chairman Winslow asked Ms. White what is being done north of Knobbs Creek to provide recreational facilities for the people in the northern portion of the county. Ms. White said this would be a county function and she has asked the county for the past five years to put money in the budget to purchase some land north of town, but it has always been cut out of the budget.

Chairman Dixon noted that Commissioner Sterritt, the Board's representative on the Recreation Advisory Board, has stated that quite often the Advisory Board does not have a quorum for its meetings. He asked what can be done to address that. Ms. White said in her opinion people should be appointed who have a great concern with what is going on, individuals who might be involved in sports or recreational activities or who have children that are involved, and individuals who participate in the Senior Center. She suggested that it might be necessary at some point to include an attendance policy in the bylaws for the Recreation Advisory Board.

Chairman Dixon asked about the prospect of an agreement with the schools to use their sports facilities for parks and recreation activities and events. Ms. White pointed out that they have a great relationship with the school system and use many of the school fields. She said the schools have made their gymnasiums available for regional basketball tournaments. Additionally several schools are available for kids to play on their playgrounds. Ms. White noted that she has never had a problem working with the school system.

Commissioner Meads stated that a lot of money is being spent for parks and recreation programs and the budget increases each year. He asked if the county can expect the costs to level off at some point in the future. Ms. White responded that she does not expect that the costs will ever level off because they can always do better and do more of the things that the public is demanding. Commissioner Meads asked if the Parks and Recreation Department has ever considered helping kids learn a trade. Ms. White said that is not a function of the Parks and Recreation Department. She stated that when PAL and the Boys and Girls Club occupy the old Elizabeth City Middle School they will fill a great need with afterschool daycare and summer daycare.

Chairman Dixon thanked Ms. White for her report and said he would also like to thank the city staff for their work at the old Elizabeth City Middle School.

2. COMMENTS FROM DION VIVENTI:

Airport Manager Dion Viventi stated that he would like to thank the Board for its annual contribution to the Airport Authority. He said aircraft traffic has decreased dramatically during the past decade resulting in a decrease in transient jet traffic. He noted that the Airport Authority has taken steps to address that by taking on a military fueling contract which came with a lot more volume, but a much lower margin. Commissioner Griffin added that for the month of August the Airport Authority agreed to provide opportunities to fly for Coast Guard members and their families. Chairman Dixon thanked Mr. Viventi for his report and for volunteering to serve on the county's Board of Zoning Adjustment.

3. AMENDMENTS TO THE AGENDA:

Chairman Dixon asked if there were any amendments to the agenda. Vice-Chairman Joe Winslow requested that the agenda be amended to add a recommendation from the Finance Committee to approve the lease of space at Edgewood Center to the United Way.

Motion was made by Joe Winslow, seconded by Cecil Perry to amend the agenda to add to the consent agenda the recommendation from the Finance Committee to lease space at Edgewood Center to the United Way. The motion carried.

Commissioner Meads suggested that the Board take a look at the other Edgewood Center leases in 2015 to ensure there are sufficient revenues to maintain the building.

4. APPROVAL OF APPOINTMENTS TO THE AIRPORT AUTHORITY, PLANNING BOARD AND BOARD OF ZONING ADJUSTMENT:

At the last meeting the Board approved the following nominations to boards and committees:

- Airport Authority - Steve Saunders
- Planning Board - Vick Roach
- Board of Zoning Adjustment - Dion Viventi

Chairman Dixon asked if there were any further nominations for any of these boards. There being none;

Motion was made by Joe Winslow, seconded by Cecil Perry to approve the appointments of Steve Saunders to the Airport Authority, Vick Roach to the Planning Board, and Dion Viventi to the Board of Zoning Adjustment. The motion carried.

5. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of August 4, 2014 Commissioner Meetings

b. Approval of Tax Releases and Refunds

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

Releases:

	County	City
1. Betty R. Meads Etal	432.00	
2. Michael A. Pritchard	144.00	

3.	Martha Frances Shannon	411.00	276.75
4.	Karen Brothers Beddon	363.28	
5.	Pauline A. Kercheval Lf. Est.	443.30	302.89
6.	William T. & Fran Key	411.80	276.75
7.	Delia B. Marshall Lf. Est.	386.68	257.07
8.	Richard B. & Angela D. Webster	521.58	366.24
9.	Shiv Group LLC	249.28	201.72
10.	Shiv Group LLC	319.20	258.30
11.	Shree Ganish 2006 LLC	107.16	
12.	Isha Investments LLC	855.76	692.42
13.	Grace E. Hyman	380.76	
14.	Fed Natl Mort Assoc.	555.56	449.57
15.	Danny & Riley L. Patrick	350.72	203.28
16.	Gregory M. & Constance Nichols	411.00	
17.	DRS Technical Services	7,651.61	
18.	Muse & Layden Bulkheader Inc.	228.68	
19.	Sight Medical LLC NC-15	237.27	192.00
20.	DVA Healthcare Renal Care Inc.	329.84	266.91
21.	William T. & Barbara Cherry	540.20	
22.	William Blount Griffin & Addie Walton Griffin	411.00	
23.	Darrell B. & Dorothy M. Dudley	538.68	380.07
24.	Janice Stanton Winslow	11,434.56	
25.	Jerry L. Boyce	234.84	
26.	Mary E. & Odell Moore	144.00	
27.	St. Stephen Missionary Baptist	144.00	
28.	Carolina Quality Foods Inc.	651.90	512.22
29.	Andrea Lynn Freeland	143.58	

Refunds:

	County	City
1.	167.80	131.82
2.	497.55	
3.	467.17	
4.	114.68	92.80

Solid Waste Releases:

Owner's Name	Parcel ID Number	Reason for Release
Mary Anderson	P120A-57	House unlivable
John & Olivia Etheridge	28-F-4	House torn down in 2011
Benjamin & Eva M. Franklin	P58-16	House vacant since 2012
Mary Elizabeth Gibson	P63-4	House vacant since 2008
Glenross Prop LLC	10-G-151	House converted to single family dwelling; releasing one SW fee
Edward B. & Jo Ann Jezard Holloman	P142B-58	House vacant since 2008
Alton James	35-C-21	House uninhabitable since 2012
Novella C. Johnson	44-H-1	Vacant since 2009
Novella C. Johnson	P145-23	Vacant since 2009
Novella C. Johnson	44-H-2	Vacant since 2009
Novella C. Johnson	44-B-42	Vacant since 2009
Willie S. & Paula M. Keith	P120-215	Vacant since 2004
Nekt Holdings LLC	26-F-20	Vacant since 2007
Sarah Overton Heirs	P64-63	Vacant since 2011
Janice Poole & Hattie Poole	P95-21	Vacant since 2005
Charlie E. & Blanche Price	32-H-12B	Vacant since 2004
Lou Cardwell Ricks	P108-40	Vacant since 2010
Thornton Jordan Heirs	P112-62	House uninhabitable
William & Shirley Trueblood	P38-35	Vacant since 2010
Carl T. Waybright & Carol R. Winkler	P133A-76 & 77	House uninhabitable
Ronald R. & Sally E. White	P70-17	Mobile home vacant since 2012
Wayne White Heirs	P142-12	Home vacant since 2012
Rubenia S. Williams	56-B-8	House uninhabitable

c. *Approval of Family Subdivision Request FS 14-05 by Henry White, Sr. to Give a Gift Lot to a Son*

Staff recommends approval of Family Subdivision Request FS 14-05 by Henry White, Sr. Mr. White is requesting to create a 2.07 acre gift lot for his son, Henry White, Jr. in accordance with

Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 31.03 feet of road frontage is provided to the parcel off of Betty Drive. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

d. Approval to Lease Space at Edgewood Center to the United Way
The Finance Committee has recommended that the county lease a 1,700 square foot space at Edgewood Center to the United Way beginning September 1, 2014. The first quarter lease payment will be waived in return for interior improvements that will be made by the United Way. Lease payments will begin December 1, 2014 at a rate of \$1,350 per quarter. The lease term will be three years expiring August 31, 2017. The United Way will be responsible for all utilities, minor repairs and maintenance within the interior of the leased space.

Motion was made by Frankie Meads, seconded by Lloyd Griffin to approve the consent agenda as amended. The motion carried.

6. APPROVAL OF AMENDMENT TO THE BOARD'S RULES OF PROCEDURE:
County Attorney Mike Cox explained a proposed amendment to the Board's Rules of Procedure which would move *Amendments to the Agenda* ahead of *Public Comments/Public Hearings*.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to approve the amendment to the Board's Rules of Procedure as proposed. The motion carried.

7. APPROVAL OF AMENDMENT TO THE BOARD'S APPOINTMENTS POLICY:
Mr. Cox explained that this amendment will list the internal committees to which the Chairman is authorized to make appointments. In addition, as a means of clarification, the word "subordinate" has been replaced with "external". This will better distinguish between internal committees that the Chairman appoints and external committees that the Board appoints.

Motion was made by Cecil Perry, seconded by William Sterritt to approve the amendment to the Board's Appointments Policy as presented. The motion carried.

8. APPOINTMENT OF TRUSTEE FOR PROVIDENCE VOLUNTEER FIRE DEPARTMENT FIREFIGHTER'S RELIEF FUND BOARD:

County Manager Rodney Bunch explained that the Providence Volunteer Fire Department has requested that the Board of Commissioners approve the appointment of George Collins to replace Colter Blackford as a trustee for the Providence Volunteer Fire Department Firefighter's Relief Fund Board. Mr. Blackford has indicated that he is no longer able to serve in this position. Two of the trustees are appointed by the fire department, two are appointed by the Board of Commissioners, and one is appointed by the Insurance Commissioner. The list of trustees must be included in the annual Fire Conditions Report the fire department submits to the Office of the State Fire Marshal.

Motion was made by Joe Winslow, seconded by Frankie Meads to approve the appointment of George Collins to the Providence Volunteer Fire Department Firefighter's Relief Fund Board to replace Colter Blackford. The motion carried.

9. APPROVAL OF RECOMMENDATION FROM THE APPOINTMENTS COMMITTEE:

Commissioner Cecil Perry reported that the Appointments Committee has recommended the appointment of Phyllis Phillips to the East Albemarle Regional Library Board to replace Geraldine Hutchings who is not eligible for reappointment.

Motion was made by Cecil Perry, seconded by Joe Winslow to appoint Phyllis Phillips to the East Albemarle Regional Library Board. The motion carried.

10. CALENDAR:

The Clerk reviewed the calendar of upcoming meetings and events.

11. REPORTS FROM COMMISSIONERS:

Commissioner William Sterritt referred to an overhead photo included in the packet presented by Bobbi White earlier tonight. He said this photo shows an area on Riverside Avenue that is to be purchased by the city and county to use for recreational purposes. He stated that five buildings

and a couple of piers will be removed from this property. He noted that the property will be used to provide additional public access to the water.

Commissioner Cecil Perry stated that the Jail Commission met last week and it was reported that there are currently eleven employee vacancies at the jail. He said the employees have left for a variety of reasons, including possibly the wages. Vice-Chairman Joe Winslow stated that the Jail Commission recently increased salaries which should help the jail retain employees.

Commissioner Perry stated that everyone has seen the recent news on national television. He said everyone needs to look at what they do and discuss how they do it to make sure that our community is communicating well with the public.

Commissioner Frankie Meads reported that the SPCA is doing a great job and has raised \$300,000 for its new shelter.

Commissioner Lloyd Griffin reported on today's RPO meeting and he said all of the requests for funds have been submitted. He stated that in September they should find out how projects in the area scored under the new funding formula. He noted that regional projects in the ten counties did not score very well statewide. He said the committee heard from Ed Goodwin with the Ferry Division who advised that about \$4 million has been cut from the funding for the Ferry Division and they will be looking at marketing and advertising rights on the ferries as a source of revenue.

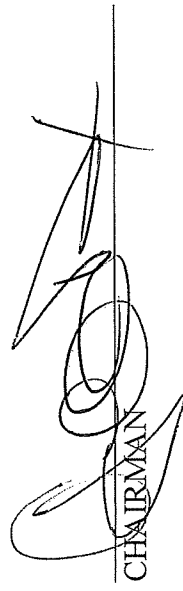
Vice-Chairman Joe Winslow followed up on Commissioner Griffin's report. He said a few weeks ago he went to a meeting in Edenton where the new DOT funding formula was discussed. He stated that what amazed him about the scoring is that if a traffic situation on a road is seasonal, it is thrown out. He said it was suggested that the formula might be reassessed within the next two years, and representatives from this area need to speak out for changes in the formula so that more factors can be considered.

Vice-Chairman Winslow said he recently read that College of The Albemarle has been ranked 16th in the nation. He stated that he has not heard much about that, but a small community college in a tier one area in North Carolina with limited resources being ranked 16th is significant. He added that this is the result of a lot of hard work by a lot of people and he believes College of The Albemarle should promote this more.

Chairman Dixon stated that the General Assembly is winding down and he believes there has been a compromise on the proposed legislation to provide an additional sales tax. Previously the legislation limited the use of the proceeds for transit and education, but he believes it has now been extended for general purposes as well.

Chairman Dixon asked if there was any further business to come before the Board. There being none, he asked for a motion to adjourn the meeting.

Motion was made by Cecil Perry, seconded by William Sterritt to adjourn the meeting. The motion carried and the meeting was adjourned at 8:00 PM.


CHAIRMAN


CLERK TO THE BOARD