

**PASQUOTANK COUNTY, NORTH CAROLINA  
SEPTEMBER 4, 2012**

The Pasquotank County Board of Commissioners met today in a regular meeting on Tuesday, September 4, 2012 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:**

Lloyd E. Griffin, III, Chairman  
 Jeff Dixon, Vice-Chairman  
 Bill Trueblood  
 Cecil Perry  
 Dr. William R. Sterritt  
 Gary G. White  
 Joseph S. Winslow, Jr.

**MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Randy Keaton, County Manager  
 Rodney Bunch, Assistant 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 Lloyd Griffin who gave the invocation and led in the Pledge of Allegiance to the American Flag.

**1. COMMENTS FROM DOUG LANE:**

Chairman Griffin recognized Mr. Doug Lane who said he still has an issue with trespass by deer dogs. Mr. Lane stated that he would like to start to revisit this issue over the next couple of months. He said he sent a letter to the Chairman concerning this and it has been forwarded to the County Attorney. Chairman Griffin stated that he asked the County Attorney to forward Mr. Lane's letter to the Wildlife Resources Commission for consideration at the state level.

**2. AMENDMENTS TO THE AGENDA:**

Chairman Griffin asked if there were any amendments to the agenda. Vice-Chairman Dixon requested that the following items recommended by the Finance Committee at its meeting today be added to the agenda: 1) Approval of space request from Public Defender and purchase of shelving system for storage of Clerk of Court files; and 2) Approval to hire EMS office manager at Grade 13, Step 8. County Attorney Mike Cox requested that the Board discuss a personnel matter in closed session.

Motion was made by Jeff Dixon, seconded by Bill Trueblood to amend the agenda to include the items listed above. The motion carried unanimously.

Motion was made by Bill Trueblood, seconded by Joe Winslow to move items #1 and #2 to the consent agenda. The motion carried unanimously.

Commissioner Cecil Perry noted that EMS plans to hire an office manager. He asked how diverse the EMS organization is. He suggested that the Board recommend that diversity be considered when making decisions regarding employment. The County Manager advised that the county uses a diversified interview panel when interviewing for positions. Commissioner Bill Trueblood stated that he has suggested to the EMS Director that he again show his presentation on how he had reached out to the minority community when trying to recruit minorities for EMS. He added that Pasquotank County EMS has a higher percentage of minorities than the statewide average. He said EMS has worked extra diligently to try to recruit minorities for EMS. He noted that if minorities do not apply, there is no way to train them. Commissioner Perry stated that there are jobs at EMS and other county departments that minorities can do such as secretarial work. He said Elizabeth City State University trains secretaries to work just about anywhere. Commissioner Trueblood explained that this vacant position was advertised and he does not know the number of applications that were received or the number of minorities that applied.

### 3. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

- a. Approval of Minutes of August 20 and August 24, 2012 Commissioner Meetings
  - b. Approval of Tax Releases and Refunds
- The Finance Committee has recommended approval of the following tax releases and refunds:

#### Releases:

	County	City
1. Bank of Hampton Roads	110.94	88.57
2. Larrymore Organization Inc.	502.14	400.90
3. Steave Wayne Phann	132.43	104.32
4. Christopher Timothy Ruppert	133.11	
5. Gianni Venturi	221.15	
6. Justin M. Brown	132.68	
7. Dennis G. & Mary L. Spirek	348.00	
8. Brett Alan Wickelt	138.57	
9. Daniel Adam Montgomery	118.92	
10. Daniel Adam Montgomery	101.25	
11. Douglas Martin Grove	134.91	
12. Richard Refrigeration, Inc.	114.84	
13. Bank of Hampton Roads	1,308.28	
14. Basilio Perez	144.00	
15. Alice L. Trueblood Heirs	144.00	
16. Shirley T. Trueblood	144.00	
17. James & Carolyn Waters	144.00	
18. James & Carolyn Waters	288.00	
19. Novella C. Johnson	143.28	
20. Novella C. Johnson	143.28	
21. Novella C. Johnson	143.28	

#### Refunds:

1. Glennie Wilson	144.00	
2. DFV Holdings, LLC	144.00	
3. Thomas J. & Anne T. Bradley	103.50	
4. Thomas J. & Anne T. Bradley	113.85	
5. Thomas J. & Anne T. Bradley	121.09	
6. Thomas J. & Anne T. Bradley	125.23	
7. Thomas J. & Anne T. Bradley	128.24	
8. Fred D. Sr. & Sylvia L. Deerfield	101.06	75.80
9. Roscoe & Linda T. White	210.18	
10. Roscoe & Linda T. White	205.10	
11. Roscoe & Linda T. White	198.32	
12. Roscoe & Linda T. White	186.45	
13. Nathaniel D. & Kay K. Wharton	554.75	344.25
14. Bindy Patel	101.06	
15. Victor A. II & Amanda Parrish	252.34	
16. Van Van Nguyen	161.15	131.85
17. Van Van Nguyen	141.41	131.85
18. Van Van Nguyen	177.27	136.25
19. Van Van Nguyen	181.66	136.25
20. Robert J. & Elizabeth L. Evancho	337.70	
21. Robert J. & Elizabeth L. Evancho	359.19	
22. Robert J. & Elizabeth L. Evancho	371.47	
23. Robert J. & Elizabeth L. Evancho	380.68	
24. Novella C. Johnson	144.00	
25. Silas Lupton & Georgetta Jackson	144.00	

- c. Adoption of Resolution for Addition of Roads to State System for Maintenance  
The Board was requested to adopt a resolution requesting that the Department of Transportation add the following roads in Sandbridge Subdivision to the state system for maintenance: East Heron Court; Osprey Court; Sandfiddler Drive; Seagull Drive; and West Heron Court. East Heron Court is .06 mile in length and has eight occupied homes with street frontage. Osprey Court is .02 mile in length and has four occupied homes with street frontage. Sandfiddler Drive is .16 mile in length and has five occupied homes with street frontage. Seagull Drive is .32 mile in length and has 21 occupied homes with street frontage. West Heron Court is .13 mile in length and has 14 occupied homes with street frontage.
- d. Approval of Mutual Aid Agreement with Northeastern North Carolina Counties for Disaster Response  
The Board considered approval of a mutual aid agreement that would allow Pasquotank County to request mutual aid or provide mutual aid to other counties in the area in the event of a disaster. The other counties who are part of the agreement are: Bertie, Camden, Chowan, Currituck, Dare, Gates, Hertford, Hyde, Martin, Perquimans, Tyrrell and Washington.
- e. Approval of Pasquotank County Updated Language Access Plan  
The Board was asked to approve an updated Language Access Plan that is required for grants for housing rehabilitation from the Department of Commerce. The plan was originally approved in September 2010 but needs to be updated to remove DCA and replace with CI which is the new name of the agency.
- f. Approval of Additional Space for Public Defender and Purchase of Shelving System for Clerk of Court Files  
The Finance Committee has recommended that three offices at the rear of the Courthouse be provided to the Public Defender for additional office space. The offices are currently used for file storage for the Clerk of Court. It is also recommended that the Board authorize an expenditure of up to \$16,940.48 to purchase a mobile shelving system to be installed in the office across from the Magistrate's Office to provide storage for Clerk of Court files that are currently stored in the offices that will be provided to the Public Defender. The county would receive \$5,046 in additional rent for the offices that would be provided to the Public Defender, and it would take just over three years to recoup the cost of the shelving system from the rental revenue.
- g. Approval to Hire EMS Office Manager above the Hiring Rate  
The Finance Committee has recommended approval of a recommendation from the EMS Department to authorize the hiring of an EMS Office Manager at grade 13, step 8 on the county's salary schedule.

Motion was made by Gary White, seconded by Joe Winslow to approve the consent agenda as amended. The motion carried.

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

Releases:

	County	City
1. Aaron B. & Bethany I. Mohler	17.98	14.36
2. Thomas S. Nixon, Jr.	3.10	2.48
3. Thomas S. Nixon, Jr.	3.10	2.48
4. DVA Healthcare Renal Care Inc.	13.18	10.52
5. Janice D. Morgan	86.35	
6. Albemarle Behavioral Medicine	85.35	68.13
7. James Robert McGarrigle	46.01	34.51
8. Jason Poe	15.50	12.38
9. Robert Kenneth Herring	6.33	4.75
10. Robert L. & Shari D. Scheillie	76.88	
11. Danyelle R. & Joseph C. Tyler	24.18	
12. David Arthur Bradbury	7.81	
13. Shawn Kelvin Heaton	36.27	32.20
14. Brian Scott Clark	49.85	
15. Joseph Thomas Johnston	47.49	
16. Michael Bryan Anderson	40.74	

17.	Trevor Richard Cave	52.82		8.46
18.	Earth Shakers Marine LLC			
19.	Quinton Leo Boyd	55.80		
20.	Hamid Nur Sinclair	94.49		
21.	Elias Palmer Delosreyes	90.27		72.70
22.	Donald Doner Forget	58.96		
23.	Calvin Lee Girtman, Jr.	3.10		
24.	Johnny Frank Yeates	32.86		
25.	Grady Dwight Brown	25.79		
26.	Melinda Tuttle Culver	14.01		
27.	Julie Drennen Jernigan	29.33		
28.	Michael J. & Christy Zakaryset	60.76		
29.	Louis Jerome Chamblee	10.79		8.09
30.	John Brian Thomas Wood	2.98		2.23
31.	Charli Renee Richardson	47.73		41.69
32.	Jeremiah Eugene Shue	74.71		
33.	Lee Bolinsky	8.06		6.05
34.	Ann Marie Remillard	38.04		
35.	Bear Garden, Inc.			5.39
36.	Tiva Marie Absher	91.70		73.77
37.	Charles Franklin Gibson			35.97
38.	Ashley Marie Fritsche	74.77		
39.	New Bakery Company of Ohio, Inc.	36.21		28.91
40.	Lewis Franklin Dodson	48.17		38.46
41.	Christopher Grant Chapman	58.34		
42.	Christopher Grant Chapman	3.04		
43.	Christopher Grant Chapman	85.19		
44.	Christopher Grant Chapman	31.68		
45.	Joseph Anontavara	78.06		
46.	Sarah Ritchey Anontavara	7.37		
47.	Bank of Hampton Roads	41.93		33.47
48.	Jeremy Lee Banks	83.64		67.73
49.	Randal Brent Meads, Sr.	78.93		
50.	Darryl & Naomi Stallings			36.00
51.	Darryl & Naomi Stallings			36.00
52.	Elizabeth City Foundation			9.90
53.	New Bakery Company of Ohio, Inc.	13.95		11.14
54.	Todd Anthony Landreth	45.01		
55.	Todd Anthony Landreth	44.95		
56.	Christopher Walter Teall	55.68		
57.	Christopher Walter Teall	70.99		
58.	Gail Lynn Heath	38.32		
59.	Floyd D. Jr. & Pam B. Brickhouse	29.14		
60.	Sharon S. White	8.68		
61.	Michele Elizabeth Bowen	30.23		
62.	Franklin Miles Harris	7.94		
63.	Bryan Alden Manning	54.06		45.55
64.	Thomas Herman Craft	55.62		
65.	Thomas Charles Roguski, Jr.	41.04		
66.	Clarence & Catherine Jones	18.60		14.85
67.	Steven Edward Cerveney	58.71		49.04
68.	Hughes Network Systems LLC	3.85		
69.	Gary Gill White	31.87		
70.	Airgate PCS, Inc.	5.52		4.41
71.	Adam Jordan Scheetz	47.12		
72.	Durante Alexander Moore	29.14		21.86
73.	William Jameso Aldridge-Jones	58.28		43.71
74.	O.C. Fulcher			36.00
75.	Cheryl Long Basnight	7.13		5.35
76.	Robert James Hovanec, Jr.	48.49		36.37
77.	Brandy Rose Hovanec	3.41		2.56

#### **4. DISCUSSION REGARDING GRASS-MOWING:**

Commissioner Bill Trueblood stated that he and other Commissioners have received a lot of phone calls recently regarding tall grass on roadsides. He said the local office of DOT has little or no jurisdiction in regard to roadside mowing as district-wide mowing is handled in the Winfall office. He stated that it appears DOT has specified five mowings with seven weeks between mowing cycles. He said the mowers are currently working in the Weeksville area and have not yet reached the northern part of the county. He noted that if they reach the northern part of the county by the middle of September, seven weeks from then would be late October or early November for the fourth mowing which would push the fifth mowing into December, well after frost has taken care of the roadside grass. Commissioner Trueblood said he would suggest that the Board go on record and craft a letter to the Department of Transportation to emphasize that the mowing needs to begin earlier and/or the time between mowing needs to be compressed. He stated that this would ensure that the grass in maintained at a reasonable height so as to not interfere with visibility at intersections during the peak grass-growing months of July, August and September. The Board concurred to send such a letter to the appropriate officials at the Department of Transportation.

#### **5. LANDFILL:**

Chairman Griffin noted that over the past eight weeks the Board has received numerous correspondences from Mr. James Morris referencing issues at the landfill and asking questions. He said one of the issues Mr. Morris has brought up is the disposal of concrete with rebar in it. Chairman Griffin explained to Mr. Morris that previously concrete and rebar was not permitted because the county did not have a contractor who would take concrete or grind it with rebar in it. He said at the last bid opening, none of the three grinding contractors had any concerns regarding concrete with rebar in it. Chairman Griffin stated that another question was in regard to the aggregate materials and how they would be used. He said this material will be used to maintain the roads at the landfill. He added that Pasquotank County gets credit for the tons of concrete that is kept out of the landfill and is in fact ranked 38<sup>th</sup> out of 100 counties.

Chairman Griffin said in reference to the question about asphalt shingles and carpet, at one time there was not anyone who was recycling asphalt shingles. The County's Solid Waste Director was able to obtain a grant to recycle the shingles. He said the county is not trying to compete with private businesses. He stated that carpet does not break down and is a material that is hard to dispose of and the county gets credit for keeping it out of the landfill.

Chairman Griffin stated that in response to Mr. Morris' concerns regarding dirt coming into the landfill and bypassing the scales, he has asked the Chairman of the Solid Waste Commission to present a recommendation to the committee to request that all trucks go across the scales and get a ticket, regardless of whether they are dumping dirt free of charge. He said this would provide some accountability for the free dirt that has not previously gone across the scales. He stated that Mr. Morris has previously stated that it would cost Pasquotank County \$129 per truckload if it had to buy topsoil for landfill cover. He said if the county is able to get free topsoil, even if the root matter has to break down over time, that is \$129 per truckload the taxpayers of Pasquotank County will not have to pay for.

Chairman Griffin said Mr. Morris has previously been confused about a service contract. He stated that the current landfill contract is a service contract based on proposals that were solicited. He said Pasquotank County is currently providing services for the transfer station, is providing services for transport hauling, and is loading its own trailers. The service contract with Stevenson Sand/R&D Excavating is for managing the C&D hill and the LCD hill and putting cover dirt according to state requirements. He said the contractor is to maintain the areas where there are piles of pallets, creosote posts, C&D material, and LCD material as part of their contract. The contractor is also responsible for maintaining the ditches, the grassy areas, and cleaning up trash.

Chairman Griffin stated that another issue Mr. Morris has mentioned is the use of inmate labor. He explained that Pasquotank County is able to use inmate labor to help at the landfill to pick up trash and debris and direct traffic. He said Pasquotank County has been able to successfully use four inmates to assist Pasquotank County in the day to day operations of the transfer station and maintenance of facilities which saves the county thousands of dollars in labor costs. He stated that a contractor does not have use of that labor pool.

Chairman Griffin stated that the North Carolina Department of Environment and Natural Resources regularly monitors the landfill for cover, stormwater management and all compliance issues which is another area that Mr. Morris has been concerned about.

Mr. Morris stated that when he asks questions he gets a better understanding. He said he would like to ask why some covered trucks are allowed to drive across the scales, never completely stop and the cover is not pulled back before they dump their load. Chairman Griffin said this issue is going to be addressed.

Commissioner William Sterritt said if he had his way he would make Mr. Morris an ombudsman for the landfill operation and get him on the county's side. He stated that he appreciates Mr. Morris' interest in what is going on at the landfill.

**6. COUNTY MANAGER'S REPORT:**

County Manager Randy Keaton reported that he and the Finance Officer are currently looking at possible opportunities for refinancing some of the county's debt since interest rates have decreased. He noted that over the next couple of weeks they will be meeting with three different financial institutions to discuss the options.

**7. REPORTS FROM COMMISSIONERS:**

Commissioner Joe Winslow said he has a proclamation from the county he will be presenting to Mrs. Pauline Gregory who will be 103 years old on September 14<sup>th</sup> and will be having a big birthday party. He stated that the Chairman and he have discussed that once someone reaches 103 years old they should get some special recognition. Commissioner Perry suggested that Congressman Butterfield's office be contacted and asked to send a certificate or plaque recognizing Mrs. Gregory. He said Congressman Butterfield will also read her name on the House floor.

Commissioner Gary White reported that he will be attending his first RC&D Council event on September 28<sup>th</sup>.

Chairman Griffin reported that prior to the last meeting he and the County Manager met with Camden County's Chairman, Vice-Chairman and Manager and discussed the Library. He said it looks like Camden wants to move forward with contracting with Pasquotank County for Library services.

**8. CLOSED SESSION TO PRESERVE THE ATTORNEY-CLIENT PRIVILEGE AND TO DISCUSS A PERSONNEL MATTER:**

Chairman Griffin asked for a motion that the Board enter Closed Session to preserve the attorney-client privilege and to discuss a personnel matter.

Motion was made by Gary White, seconded by Joe Winslow that the Board enter Closed Session to preserve the attorney-client privilege and to discuss a personnel matter. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Jeff Dixon, seconded by Cecil Perry that the Board return to Regular Session. The motion carried unanimously.

**9. RECONSIDERATION OF TAX RELEASES AND REFUNDS:**

Motion was made by Gary White, seconded by Joe Winslow to reconsider Consent Agenda item #7B, Tax Releases and Refunds. The motion carried unanimously.

Commissioner Bill Trueblood requested that he be recused from considering Consent Agenda item B, Approval of Tax Releases and Refunds, due to a conflict of interest.

Motion was made by Gary White, seconded by Jeff Dixon to recuse Commissioner Trueblood from considering Consent Agenda item B. The motion carried.

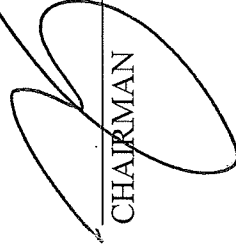
Chairman Griffin asked for a motion to approve the tax releases and refunds listed under the Consent Agenda.

Motion was made by Joe Winslow, seconded by Gary White to approve the tax releases and refunds previously listed in the minutes under item #3B as part of the Consent Agenda. The motion carried 6-0.

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

Motion was made by Gary White, seconded by Bill Trueblood to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 8:30 PM.

  
CLERK TO THE BOARD

  
CHAIRMAN