

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 6, 2016**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, September 6, 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
R. Michael Cox, County Attorney
David Smithson, Water Superintendent
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 Northeastern High School Senior Amon McElrath led in the Pledge of Allegiance to the American Flag. Mr. McElrath informed the Board that he plans to attend Atlantic Christian University after graduation to study ministry.

1. COMMENTS BY DR. LARRY CARTNER:

Chairman Winslow called on Dr. Larry Cartner, Superintendent of the Elizabeth City-Pasquotank Public Schools. Dr. Cartner said the school year is off to a great start. He reported that last year 67% of our local schools met or exceeded growth. He explained that in order to exceed growth you have to, at a minimum exceed the state standard by 10%. Pasquotank County had three schools that met that goal. He said a lot of people are working really hard to make this happen, including the Board of Commissioners. He thanked the Board for their partnership in making that possible. He said the students at Northeastern High School and Pasquotank Elementary were ecstatic to see the newly painted schools they returned to. He said they look wonderful. He hopes to schedule a tour in the next month or so for the Board to come see what their funding went towards and how well it came out. He also thanked the Board for the roof at J.C. Sawyer.

He presented the school systems new logo.

Chairman Winslow thanked Dr. Cartner and the school board for all of their hard work and ensured him that he has the Board's support.

Commissioner Sterritt asked what the school's master plan is for assisting the County with the one-quarter cent county sales and use tax referendum. Dr. Cartner stated that a group of citizens are currently working to do some things. He suggested the Board look into holding some regional meetings to explain to the public what it is and what it is not. He said the citizens committee is planning on going to all twelve schools at an open house night and present the information to the parents in attendance. They are also checking to see if they can be invited to the various precinct meetings. They will also attend civic clubs, fraternities, and sororities. He said they will also have a visual that will be handed out at the Safe Schools' Spaghetti Dinner. He invited the Board to attend.

Vice-Chairman Perry asked what the procedures are for an individual to support students that are in need of funds. Dr. Cartner suggested he contact the principal at the school he wishes to support, therefore making the donation as unobtrusive as possible. He said only the principals are aware of which students need community sponsorships.

Commissioner Meads thanked Dr. Cartner for helping students become more responsible by implementing a fee for use of technology.

Commissioner Griffin asked if textbooks are eliminated can the savings from purchasing them be used to help with purchasing tablets. Dr. Cartner said the school system no longer receives a textbook allotment. It is now called digital and printed materials allotment. He noted that over time the need for a printed textbook will decrease.

Dr. Cartner advised the Board that only 40% of the state required curriculum is actually printed in textbooks. He said textbook writers write textbooks to be acceptable to the largest number of people, so they are not written to solely align with what North Carolina needs.

2. COMMENTS FROM CHIEF LARRY MACKEY:

Chairman Winslow called on Larry Mackey, Chief of the Elizabeth City Fire Department. Chief Mackey thanked the Board on behalf of the citizens of Pasquotank County and the Elizabeth City Fire Department for assisting them in their mission by donating the Snap-on truck, which was later converted into an emergency response van. He said the Board has made it possible for them to now respond, with the vast majority of their technical rescue equipment to any type of event. He said they can now carry rehabilitation equipment/kits for extreme weather, as well as necessary equipment for swift water entrapments, technical rescue, and below ground rescues.

Commissioner Dixon asked if the rescue team is prepared for silo rescues. Chief Mackey said silo rescues generally do not have a favorable outcome. He said they have participated in silo rescues in Camden County as well as Colombia. He stated that training has been provided by Emergency Management and it just so happened that the shift that was on duty the day of the Camden incident was the same shift that was on duty to take the rescue training for silos. The chief officer that was in charge of the team was also the one that was in charge the day that they received training. He said they do have the capability and equipment to respond. He said they are very blessed that the two rescues they have been involved in have had great success because everyone walked away, which is not a given in silo rescues.

Commissioner Griffin asked the cost of the vehicle. Chief Mackey stated that it was purchased from the County for \$1. He said additional funds were spent to convert the truck. The storage work on the inside was designed and built by on-duty firefighters. He estimated the cost of painting the vehicle at \$10,000.

Chairman Winslow thanked Chief Mackey for his cooperation in working with the City and County fire departments. He said he cannot think of any two groups that work better together and he attributed it to Chief Mackey's direction and leadership.

3. PUBLIC HEARING ON AMENDED PARKING ON COUNTY-OWNED PROPERTY ORDINANCE:

County Attorney Mike Cox stated that what is being proposed tonight is amending the county's Parking on County-Owned Property Ordinance. He said he is currently updating the Code of Ordinances and this particular ordinance has not been amended in over thirty years. He said most of the changes are fairly minor. He stated that instead of listing every county property, he said it applies to all county properties and the penalty for violation was changed from \$1 to \$5. He noted the fee is not used very often.

Chairman Winslow suggested the fee be raised to \$10. Brief discussion followed.

Chairman Winslow declared the meeting to be a public hearing on the amended Parking on County-Owned Property Ordinance and he asked if anyone would care to address the Board regarding the ordinance. At the absence of comments, the public hearing was closed.

Mr. Cox noted that since this is an ordinance, it must have a unanimous approval of all members of the Board of Commissioners on first reading.

Motion was made by Frankie Meads, seconded by Cecil Perry to approve the following amended Parking on County-Owned Property Ordinance: The motion carried unanimously.

**AN ORDINANCE AMENDING
PARKING ON COUNTY-OWNED PROPERTY**

ORDINANCE NO: 2016-1

WHEREAS, Counties are authorized to regulate parking on county-owned property pursuant to G.S. 153A-170 and to regulate off-street parking facilities pursuant to G.S. 153A-274 et. seq; and

WHEREAS, the County desires to amend its regulations regarding parking on county-owned property;

NOW, THEREFORE, the County amends its “Parking on County-Owned Property” as follows:

Formatted: Left, Don't adjust space between Latin and Asian text

Section 1. Property to which Ordinance applicable – Designated.

~~———— The provisions of this article shall apply to real property owned by the County and held and maintained for governmental and related purposes to provide services to its citizens, and those properly utilizing the facilities thereon, including, but not limited to, the following:~~

~~Three Courthouse parking lots as follows: Juror and business parking lot located at the corner of Main Street and Elliott Street in Deed Book 415, Page 490, and Deed Book 200, Page 352; Employee parking lot located at the corner of Colonial Avenue and Pool Street and as described in Deed Book 417, Page 246; Pool Street parking lot, formally old jail site, on Pool Street and located opposite the Elizabeth City Fire Department property and the Elizabeth City elevated water storage tank property.~~

~~Pasquotank County Courthouse property at 206 East Main Street in Elizabeth City.~~

~~Pasquotank County Agricultural Extension Service Property at 1209 McPherson Street in Elizabeth City as described in Deed Book 328, Page 153.~~

~~Pasquotank Camden Ambulance Service property at 1215 McPherson Street, Elizabeth City, as described in Deed Book 328, Page 153.~~

~~Pasquotank County Department of Social Services property at 1221 McPherson Street, Elizabeth City, as described in Deed Book 328, Page 153.~~

~~Albemarle District Jail at 320 South Hughes Boulevard and as described in Deed Book 347, Page 99.~~

~~Albemarle Hospital property at U.S. Highway 17 North of Elizabeth City and as described in Deed Book 208, Page 512.~~

~~Pasquotank Camden Library located at 205 East Main Street, Elizabeth City and as described in Deed Book 192, Page 214.~~

~~County trash container/dumpster site on Well Field Road or S.R. #1309 as described in Deed Book 427, Page 677.~~

~~County water system tank site #3 on U.S. Highway 17 North approximately 400' South of the intersection with S.R. #1350 and as described in Deed Book 426, Page 772.~~

~~County water tank site #1 located on S.R. #1103 approximately 1,200' South of its intersection with S.R. #1104 and as described in Deed Book 406, Page 323.~~

~~County water tank site #2 on Oak Stump Road, of S.R. #1145, approximately 1,400' East of its intersection with S.R. #1144 and as described in Deed Book 400, Page 307.~~

Section 1. ——— (continued)

~~Water system booster pumping station located on S.R. #1307 approximately 100' East of its intersection with S.R. #1306 and as described in Deed Book 400, Page 6.~~

~~County water system treatment plant site on N.C. Highway 34, approximately 800' South of its intersection with S.R. #1130 and as described in Deed Book 382, Page 430.~~

~~Water system well site #3 on S.R. #1130 approximately 1,400' East of its intersection with N.C. Highway 34 and as described in Deed Book 401, Page 116.~~

~~Water system well site #6 on S.R. #1130 approximately 300' West of its intersection with S.R. #1128 and as described in Deed Book 411, Page 381.~~

~~Well sites #4 and #5 located off of S.R. #1130 with the access right of way beginning at a point on S.R. #1130 approximately 1,300' West of its intersection with S.R. #1128 and as described in Deed Book 403, Page 436 and in Deed Book 408, Page 15.~~

~~County well sites #7, #8 and #9 located off of N.C. Highway 34 with the access right of way road beginning approximately 600' South on N.C. Highway 34 from its intersection with S.R. #1131 and as described in Deed Book 412, Page 401; Deed Book 402, Page 387.~~

Section 2. ~~Same~~ Posting.

The County-owned property referenced in Section 1 shall be designated as County-owned by posted sign or placard.

Section 3. Designation of Enforcement Officials.

The County Manager may designate such officials as deemed advisable to administer and enforce the rules and regulations contained in this article, in addition to those officials set forth.

Section 4. Authorization for parking by County officers, employees, etc.

The County Manager may authorize County officials, agents, or employees or other officials to park on County-owned property referred to in Section 1, such authorization to be evidenced by a tag, decal or seal to be issued and affixed to the vehicle authorized to be parked.

Section 5. Designation of public parking areas.

The County Manager may authorize and prescribe public parking areas for those persons properly utilizing facilities located upon County-owned property.

Section 6. Unauthorized parking prohibited.

It shall be unlawful for any person to park a vehicle upon the County-owned property referred to in Section 1, unless such person has been authorized to park as provided in this article. Each hour, or fraction thereof, during which a vehicle remains parked in violation of this Section shall constitute a separate offense.

Section 7. Information to be recorded as to violations; notice of violations.

Whenever any motor vehicle is found parked or stopped in violation of this article, the County employee designated to inspect County-owned lots for the purpose of ascertaining the existence of unauthorized parking thereon shall record the motor vehicles' registration license tag number and may take down or record any other information displayed on the vehicle which may identify its user, and shall conspicuously affix to such vehicle a notice, in writing on a form provided by the County, for the driver or owner to answer to the charge of unauthorized parking on County-owned property within forty-eight (48) hours, during the hours and at the place specified in the notice. The County employee affixing such notice shall send one (1) copy of such notice to the County Tax Collector. Such County employee shall record the name of the driver of the vehicle upon such notice, if the driver is present.

Section 8. Penalty for violations.

(a) Any person violating Section 6 may pay to the County Tax Collector, within forty-

Eight (48) hours after the notice prescribed in Section 7 has been attached to his vehicle, a penalty of ~~one dollar (\$1.00)~~ five dollars (\$5.00) in full satisfaction of such violation. Such penalty may be paid in person or it may be mailed to the Tax Collector, within said time, in the envelope attached to the vehicle with such notice.

(b) If a person violating Section 6 does not pay the penalty prescribed in subsection (a) above within the specified time, a complaint shall be filed and a warrant of arrest or summons issued for such violation. Upon conviction, such person shall be deemed guilty of a misdemeanor punishable as prescribed in Chapter 14, Section 4, of the N.C. General Statutes.

Section 9. Removal of illegally parked vehicles.

Any motor vehicle found parked in violation of this article may be removed or towed away from the County-owned property, by or under the direction of the department of general services or the County, to a storage area or garage. The owner of such vehicle shall be deemed to have appointed the department of general services as his agent for the purpose of arranging for the transportation and safe storage of such vehicle and accepting a warehouse receipt from the person or firm providing such transportation and storage. The owner of such vehicle, before obtaining possession thereof, shall pay to the County all reasonable costs incidental to the removal and storage of the vehicle and any fines or penalties due for violation of this article.

Section 10. Penalties to be paid into school fund.

The penalties provided for in this article, as and when collected, shall be paid into the school fund of the County.

State Law references – Authority to regulate parking on County owned property, G.S. § 153A-170; authority to operate off-street parking facilities. G.S. § 153A-274 et seq.

Supp. No. 17

State Law reference – Authority to provide for the removal of motor vehicle parked on County-owned property on violation of ordinance, G.S. § 153A-170.

ADOPTED the 6th day of September, 2016.

4. 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 allow COA to use up to \$4,000 of the \$6,000 boardwalk repair appropriation in the 2016-17 budget for grant writing and 2) Approval of budget amendments for EMS.

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

5. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of August 15, 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

		County	City
1.	Robert Charles Phippen & Charity Katherine Cole	780.12	584.24
2.	Katherine O. Carlson	1,123.64	880.30
3.	Va. Electric & Power Co.	1668.20	
4.	Va. Electric & Power Co	764.56	
5.	Va. Electric & Power Co	598.88	

6.	Joan S. Ellis Revocable Trust	431.14	312.10
7.	Wells Fargo & Company	278.01	239.60
8.	Cato Corporation	234.69	202.26
9.	Eastern Aviation Fuel Inc.	180.08	
10.	Lila Dunlow Mathis (2015)	359.86	
11.	Lila Dunlow Mathis (2016)	359.86	

Solid Waste Fee Releases

	Owner's Name	Parcel ID #	Reason for Release
1.	Helen C. Creef Lf. Est.	P140-46A	Vacant
2.	Captain Medina Dukes Jones	26-H-6	Vacant
3.	Captain Medina Dukes Jones	P58-34	Vacant
4.	Novella C. Johnson	P145-23	Vacant
5.	Novella C. Johnson	44-H-3	Vacant
6.	Novella C. Johnson	44-H-1	Vacant
7.	Novella C. Johnson	44-B-42	Vacant
8.	Novella C. Johnson	44-H-2	Vacant
9.	Charlie E. & Blanche Price	55-E-25,26	Vacant
10.	Charlie E. & Blanche Price	32-H-12B	Vacant
11.	Charlie E. Price	P98-3	Vacant
12.	Charlie E. & Blanche Price	50-B-16	Vacant
13.	Charlie E. & Blanche Price	56-E-5	Vacant
14.	Charlie E. & Blanche Price	29-D-15	Vacant
15.	St. Stephens Missionary Baptist Church	35-A-36	Vacant
16.	Bennie Jr. & Frauline Winslow	P143-10	Vacant

c. Approval of Budget Amendments

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

EMS

Increase	010.0991.4991.00	Fund Balance Appropriated	99,152.00
Increase	010.4370.5500.00	Capital Outlay	99,152.00

Nixonton VFD

Increase	010.0991.4991.00	Fund Balance Appropriated	13,794.00
Increase	010.4340.5500.00	Capital Outlay	13,794.00

Newland VFD

Increase	010.0700.4970.00	Loan Proceeds	300,000.00
Increase	010.4340.5500.00	Capital Outlay	300,000.00

Economic Development

Increase	010.0991.4991.00	Fund Balance Appropriated	32,500.00
Increase	010.4920.5440.00	Contracted Services	32,500.00

d. Approval to Transfer Vehicle Titles to ECPPS

The Finance Committee has recommended approval to transfer the following vehicle titles to the Elizabeth City Pasquotank County Public Schools. The vehicles were financed for the Public School System and the debt has been extinguished. Once the titles are transferred, the vehicles will be removed from the County's insurance.

VIN	YEAR	MAKE	MODEL
0035	2003	International	4300 Truck
0826	2009	Chevrolet	Express
2148	2009	Chevrolet	Express
2599	2009	Chevrolet	Silverado
8204	2007	Chrysler	Town & Country
9238	2006	Dodge	Caravan

e. Adoption of Resolution Approving Farm Lease in Pasquotank County Commerce Park

The Finance Committee has recommended adoption of the following resolution which extends the current lease between the parties for a term of three years, beginning January 1, 2017. The annual rent for the non-platted lots shall be \$161.99 per acre and \$75 per acre for platted lots. Mr. Bulman will mow the grass a maximum of five (5) times per calendar year at the annual cost of \$2,500.

**RESOLUTION APPROVING FARM LEASE
WITH JOHN B. BULMAN, JR.
2016-26**

WHEREAS, Pasquotank County owns undeveloped land within the Pasquotank County Commerce Park (being approximately 198 acres); and

WHEREAS, John B. Bulman, Jr. (hereinafter "Mr. Bulman") wishes to lease said County owned property; and

WHEREAS, the County has determined the property will not be needed during the term of the lease; and

WHEREAS, the county and Mr. Bulman have agreed to extend the current lease between the parties for a term of three (3) years, beginning January 1, 2017; and

WHEREAS, the annual rent for the non-platted lots shall be \$161.99 per acre and \$75 per acre for the platted lots; and

WHEREAS, Mr. Bulman will mow the grass a maximum of five (5) times per calendar year at an annual cost of \$2500.00; and

WHEREAS, NCGS 160A-272 authorizes the county to enter into leases up to ten (10) years upon resolution of the county commissioners adopted at a regular meeting after thirty (30) days' notice; and

WHEREAS, the required notice has been published and the Board of Commissioners is convened at a regular meeting;

THEREFORE, THE BOARD OF COMMISSIONERS OF PASQUOTANK COUNTY RESOLVES THAT:

The Board of Commissioners hereby approves the lease of county property described above to John B. Bulman, Jr. for the years 2017, 2018 and 2019 on terms as described hereinabove and directs the chairman to execute any instruments necessary to secure the lease.

ADOPTED this 6th day of September, 2016.

f. Approval to Allow COA to Use Funds Appropriated in 2016-17 Budget for Grant Writing

The Finance Committee has recommended approval to allow COA to use up to \$4,000 of the \$6,000 boardwalk repair appropriation in the 2016-17 budget for grant writing. The application will be prepared through the ARC&D for a CAMA grant to repair the boardwalk behind COA.

g. Approval of Budget Amendments

The Finance Committee has recommended approval of the following budget amendments to appropriate funds for the purchase of 800 MHz radios (used) and for reprogramming and installation and to roll over funds appropriated in 2015-16 for paving the parking lot in front of Station 50.

EMS

Decrease	010.6900.5991.00	Contingency	22,500.00
Increase	010.4370.5500.00	Capital Outlay	22,500.00

EMS

Increase	010.0991.4991.00	Fund Balance Appropriated	8,400.00
Increase	010.4370.5500.00	Capital Outlay	8,400.00

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

6. APPROVAL OF REQUEST TO RETIRE DUTY WEAPON AND BADGE FOR RETIRED SHERIFF'S DEPARTMENT EMPLOYEE:

The Board considered a request from Sheriff Randy Cartwright to retire the duty weapon and badge and award them to Officer James Anthony Cross who retired from the Sheriff's Department. The Sheriff's Department has a policy that allows sworn law enforcement officers who retire to receive their badges at no cost and to receive their service side arms at the discretion of the Board of Commissioners according to a price schedule based on their years of service. Officer Cross retired with 13 years of service. According to the schedule, retiring officers with 10 to 20 years of service would pay \$50 for their duty weapons.

Motion was made by Cecil Perry, seconded by Jeff Dixon to approve retiring the duty weapon and badge and awarding them to James Anthony Cross according to the Sheriff's Department's policy and fee schedule. The motion carried unanimously.

7. APPROVAL OF AGREEMENT TO EXTEND WATER MAIN TO FORTRESS WOOD PRODUCTS, INC.:

County Manager Bunch explained that Fortress Wood Projects, Inc. has been in business for approximately 20 years on Foreman Bundy Road. He explained that the business uses shallow wells for water in their wood preserving business. Unfortunately, the wells no longer produce an ample water supply. He said the business approached the County to inquire if we could supply water. He stated that the County Water System does not have a water main located in front of the business. He said it has been determined that the County can provide the business water to meet their needs by extending a 14" water main from the County's R.O. 24" transmission line north of the railroad to the business entrance. Eastern Carolina Engineering has designed the engineering plans for the extension. He said this will require a bore under the railroad track and the Railroad will require an annual fee. Mr. Cox and Mr. Smithson have worked with Mr. Dudley and his staff to come up with an agreement, which allows the company to reimburse the County for the fee each year. Currently, the cost is approximately \$700, but that amount can change over time. Mr. Bunch stated that staff is recommending approval.

Attorney Cox stated that the agreement is very similar to an agreement done for Justice Farms a few years back. He said the agreement states if there is future growth in the area, the County will look into dividing the fee on an equitable basis. He said all costs for the water main extension will be paid by Fortress Woods Products.

Commissioner Meads asked if installation of the line will help with water flow on Impact Boulevard. Mr. Bunch said the line will not go under the canal and therefore will not help that location.

Commissioner Meads asked that he be recused from voting due to a business relationship.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to recuse Commissioner Frankie Meads from considering the agreement. The motion carried unanimously.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to accept the agreement between Pasquotank County and Fortress Wood Projects, Inc. (owned by LDC 1, LLC) The motion carried unanimously.

8. REPORTS FROM COUNTY MANAGER:

County Manager Bunch reported the following:

Aug. 17th Solid Waste Committee – Pat McDowell presented design plans and cost estimates for improving site conditions at the Weeksville Recycling Center and the Newland Recycling Center. The improvements consist of relocating containers within the existing boundaries of the site, asphalt paving existing gravel areas, and adding a new driveway so that there will be a separate entrance and exit to the site. This will improve the flow of traffic and access for roll-off trucks to load and unload containers. The Commissioners discussed making improvements to

these sites and the Wellfield Road Recycling Center during budget preparation for the 2016-17 budget work sessions. The Solid Waste Committee authorized staff to advertise in the local newspaper that we will receive bids for the Weeksville and Newland Recycling Center projects. Staff will also send copies of the advertisement to licensed general contractors in the area.

Albemarle Area United Way 2016 Awards and Campaign Kickoff Luncheon – Commissioner Jeff Dixon, Hartley Askew and I attended the event. Hartley serves as Campaign Coordinator for Pasquotank County. We will begin planning the fundraising campaign in the near future. The Board of Commissioners has approved providing one participating county employee 8 hours vacation the last few years. The employee is chosen from a random drawing of employee names that donated a minimum of \$1 per pay period. I will include on an upcoming Finance Committee agenda that the Board consider approving this again.

¼ cents Sales Tax – The Elizabeth City Chamber of Commerce and the ECPC Board of Education have passed resolutions supporting the ¼ cents sales tax referendum that will be on the November ballot. Both resolutions support approving the additional ¼ cents sales tax based on the revenue being used for the public school system.

Pasquotank County Water System – the one million gallon raw water storage tank located at the Weeksville Water Plant was recently painted. This was the first time the tank had been painted since it was built in 1999. The contract for the painting was \$19,200.

Dr. Travis Burke's retirement celebration was held August 31st at the Vernon James Center. Commissioner Cecil Perry, Sheri Small and I attended. There were approximately 200 people attending to honor Dr. Burke for his 34 years of service to N.C. Cooperative Extension.

September 19th Commissioner Meeting – Chairman Winslow has requested we schedule a meeting in Newland. I have contacted Robbie Whitehead, Newland VFD Chief and arranged for our meeting to be held at the volunteer fire department.

Joint County Commissioner / Board of Education Meeting – Dr. Cartner and I have selected Tuesday, November 1st for a joint meeting. The input I received from Commissioners over the past year was that the Board felt these meetings have been beneficial.

Building Inspections – Adrian Parker, Building Inspector and office staff have worked diligently to complete inspection requests in a timely manner while Paul Kahl has been out on medical leave. Adrian has solicited help from Virgil Parrish, Perquimans County Inspector on a couple of projects.

Mr. Bunch reminded the Board of the Joint City/County Meeting next Thursday at 6:00 PM at the Arts of the Albemarle.

Mr. Bunch provided the Board with a draft letter to be sent to the District Attorney and Public Defender regarding office space. He asked the Board to review and make recommendations to the Chairman or himself for future discussion.

9. REPORTS FROM COMMISSIONERS:

Commissioner Sterritt attended the Department of Social Services meeting this morning. He said they are now operating with a full board, with the appointment of Nancy Bailey Muller, former director of Museum of the Albemarle.

Commissioner Meads attended the RC&D meeting. He reported that their clerk has submitted her resignation letter.

Commissioner Dixon attended the Kick-off Feasibility Study to Upgrade US 13/17 to interstate standards, hosted by DOT officials. They discussed the I-87 Corridor, as well as the implementation of the foreign trade zone. Representative Steinberg was in attendance, as well as NCDOT member, Malcolm Fearing.

Commissioner Parker attended the NCACC Conference last month. She said she attended the Wooten Company's breakfast where she received a funding guide and learned of many grant opportunities available in North Carolina. She suggested we look into this and see if it would be feasible to work with this company to try to receive grants.

Commissioner Griffin attended the Airport Authority meeting. He said the ramp project is close to being complete. He added that fuel sales are down, but their prices are very competitive. He attended the Albemarle Commission meeting and noted that the STI plan is moving forward. He reported that Workforce Development is moving along well and that their organization has changed because of federal mandates. He stated that Angela Welch from the RPO said she would like to come to a board meeting and give the Board an update in the near future.

Commissioner Perry reported that Jerry Parks is retiring and they are in the process of finding a replacement for him.

Commissioner Perry said he feels the City and County need to discuss their strained relationship.

Chairman Winslow apologized for missing Dr. Travis Burke's retirement party on August 31st, because he was attending an agriculture leadership meeting in Raleigh. He said a \$94.1 million world-class agricultural facility is being constructed at NC State.

Commissioner Griffin suggested Dr. Burke be presented a plaque on behalf of the Board.

Motion was made by Commissioner Griffin, seconded by Commissioner Sterritt that the Board present Dr. Burke a plaque thanking him for his years of service in Pasquotank County. The motion carried unanimously.

Chairman Winslow suggested the counties in our area look into sharing a grant writer. He stated that College of the Albemarle utilizes Albemarle Commission for grant writing. He asked can we utilize them as well. Commissioner Griffin suggested inviting Albemarle Commission's Executive Director Cathy Davidson to come to a meeting to report on grant opportunities.

Commissioner Perry requested someone address overgrowth of the boardwalk in front of Weeksville Elementary School.

10. REPORTS FROM COUNTY ATTORNEY:

Attorney Cox reported that he spoke at the North Carolina Rural Water Association's Leadership Summit last week.

Motion was made by Lloyd Griffin, seconded by Cecil Perry to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 8:20 PM.

CHAIRMAN

CLERK TO THE BOARD