

**PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 16, 2019**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, September 16, 2019 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
Sean Lavin
Barry Overman

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
R. Michael Cox, County Attorney
Lynn Scott, Clerk to the Board

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.

1. AMENDMENTS TO THE AGENDA:

Chairman Dixon asked if there were any amendments to the agenda. Finance Committee Chairman Lloyd Griffin requested the agenda be amended to add the following items recommended by the Finance Committee today: 1) Approval of Late Property Tax Exemption/Exclusion Applications; 2) Approval of Debris Management and Debris Monitoring Contracts; and 3) Approval of Request for Occupancy Tax Funds.

Motion was made by Cecil Perry, seconded by Lloyd Griffin to amend the agenda to add items #1-3 to the Consent Agenda. The motion carried unanimously.

2. INTRODUCTION OF NEW FOREST RANGER:

Chairman Dixon called on NC Registered Forester Mike Petrucio to introduce the County's new Forest Service Ranger Jared Tardiff. Mr. Tardiff provided a highlight of the North Carolina Forest Service's annual accomplishments in Pasquotank County for fiscal year 2018-19.

He reported that the Forestry Service responded to 42 fire calls, nineteen of which were reportable wildfires, burning 13 acres. They prepared 12 management plans covering 273 acres. Landowners received \$1,345 in cost share money through the Forest Service's Forest Development Program to help meet their objectives. Two prescribed burns were completed for 159 acres. This past fiscal year, 12 forest harvesting activities were conducted, with zero violations, 38 educational programs were conducted throughout the County, and seven potential pest outbreaks on shade trees, yard trees, and windbreaks were conducted.

In conclusion, he said the NC Forest Service had a very successful 2018-19 year in Pasquotank. They provided all Pasquotank County landowners with expert wildlife control, forest management, water quality protection, information and education, urban assistance, and pest control. He stated that they achieved this success with support and cooperation from the Volunteer Fire Departments and many other county agencies. The NC Forest Service will continue to provide the best service possible to all of Pasquotank County.

Chairman Dixon welcomed Mr. Tardiff and thanked him for his report.

3. PUBLIC HEARING ON CONDITIONAL USE PERMIT 19-01:

Attorney Mike Cox asked that the Public Hearing for the Conditional Use Permit request from Michael Forbes to operate an Automobile Repair Shop at 410 Interpath Parkway, Suite D be postponed until the next meeting of the Board.

Motion was made by Lloyd Griffin, seconded by Frankie Meads to table the Public Hearing for Conditional Use Permit 19-01 by Michael Forbes to operate an

Automobile Repair Shop at 410 Interpath Parkway, Suite D until the Board's next meeting on October 7, 2019. The motion carried unanimously.

3. COMMENTS BY JON HAWLEY:

Chairman Dixon called on Jon Hawley of 1302-G, Eastway Street to address the Board. Mr. Hawley, Grant Administrator for the City of Elizabeth City, invited the Board to attend The Fair/Affordable Housing Workshop scheduled for September 25th at 5:00 PM at the Pasquotank County Library.

4. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of August 19, 2019 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

Tax Release

		County	City
1.	Roy L. Jr. & Veranika A. Moore	415.50	294.75

Tax Refund

		County	City
1.	David Phillip Fisher	162.69	138.39

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Vonnie Mayo Banks, Jr.	P112-77	Vacant
2.	Maria Antonia Cabrena Barahona	23-S-38,39A	Vacant
3.	Carrie J. Bernard	P132A-222	Vacant
4.	Blanche Boomer Life Est.	30-A-17	Vacant
5.	Tameca Michelle Bowe	39-A-22	Vacant
6.	Timothy & Carla Dewald	P12A-31	Vacant
7.	Jean & Vivian Gibson Ferebee	P112-32	Vacant
8.	James R. & Shirley Q. Griffin	62-B-4	Vacant
9.	Isaiah F. & Katherine P. Jackson	P15-8	Vacant
10.	Novella C. Johnson	44-H-2	Vacant
11.	Novella C. Johnson	P145-23	Vacant
12.	Novella C. Johnson	44-B-42	Vacant
13.	Novella C. Johnson	44-H-1	Vacant
14.	Wendy K. McLean	26-B-32	Vacant
15.	H.T. Mullen	P139-11	Vacant
16.	Next Level Ventures LLC	23-P-8	Vacant
17.	Jeff Overton, Jr. Heirs	P67-44	Vacant
18.	Calvin Sutton	28-C-6	Vacant
19.	Margaret S. Teat Etal	P112-31	Vacant
20.	Sam T. Williams Heirs	P77-3	Vacant

c. Approval of Budget Amendments

The Finance Committee has recommended approval of the following Budget Amendments:

E911

Increase	022.0220.4532.00	Other Grants	81,001.00
Increase	022.4328.5600.00	Grant Funds	81,001.00

To roll over the balance of the back-up center grant funds.

Sheriff

Increase	010.0991.4991.00	Fund Balance Appropriated	71,086.00
Increase	010.4310.5500.00	Capital Outlay	71,086.00

To roll over purchase order for the purchase of two patrol vehicles.

Public Bldgs

Increase	010.0991.4991.00	Fund Balance Appropriated	65,050.00
Increase	010.4190.5500.00	Capital Outlay	65,050.00

To roll over purchase order to Johnson Controls for replacement of the air handler unit downstairs hallway – Courthouse.

d. Adoption of Proclamation Declaring September 29, 2019 as Seth E. Perry Day

The Board has been requested to adopt the following proclamation declaring September 29, 2019 as Seth E. Perry Day in Pasquotank County. The proclamation will be presented at the Annual Seth E. Perry Day Event on Sunday, September 29, 2019 by Commissioner Charles Jordan.

Proclamation

WHEREAS, 100 years ago a generation of Americans were summoned to serve the United States of America during World War I; and

WHEREAS, Many Americans suffered wounds – both physical and mental - that would never fully heal; and

WHEREAS, most of all, we honor the Americans who gave their lives defending countries they had never known and people they had never met. Their legacy lives on in the hearts of the American people; and

WHEREAS, ten decades later, we renew that call to honor and reflect. Now and forever, let us pay tribute to all veterans by upholding the ideals they fought to protect, and by supporting them with the care and respect they so deeply deserve; and

WHEREAS, we salute and pay tribute to the unwavering bravery of Corporal Seth E. Perry, Company K, 119th Infantry, 30th Division. It is believed that Corporal Perry was the only soldier from Pasquotank County to have died in combat during World War I when a portion of his company was threatened with a counter attack. Having previously seen one runner killed in an attempt to reach them from headquarters with orders to fall back, Corporal Perry volunteered for the dangerous mission. While crossing an open field under heavy fire near Bellicourt, France the 25-year old was mortally wounded; and

WHEREAS, Corporal Perry was posthumously awarded a Distinguished Service Cross of Extraordinary Heroism in Military Operations, which was presented to his Mother Mrs. Mary E. Perry of Okisko, which currently hangs in the Pasquotank County Courthouse.

NOW, THEREFORE, I, Charles Jordan, as a member of the Pasquotank County Board of Commissioners do hereby proclaim September 29, 2019, as:

“Seth E. Perry Day”

in Pasquotank County, and urge our residents to observe this day in honor of Corporal Perry and his service to our country. This the 29th day of September, 2019.

Charles Jordan, Commissioner
Pasquotank County Board of Commissioners

e. Approval of Eight Hours of Vacation time for United Way Drawing

The Finance Committee has recommended that the Board authorize eight hours of vacation time for one employee whose name will be drawn from a pool of all employees who contribute a minimum of \$24 to the United Way.

f. Approval of Request for Occupancy Tax Funds from the Highway 17 Association

The Finance Committee has recommended that the Board approve an appropriation of \$1,000 in dues for the Highway 17 Association, with funds coming from tourism (occupancy tax) funds. An application for tourism funds will need to be submitted to the Tourism Development Authority.

g. Approval of Grant Agreement for Telephonics Corporation

On June 3, 2019, the Board approved submitting an application to the NC Department of Commerce (DOC) for a One North Carolina Fund grant for Telephonics Corporation in the amount of \$250,000 with a local match not to exceed \$82,500. Recently, the DOC sent the Economic Development Commission (EDC) the Local Government Grant Agreement and Company Performance Agreement (CPA) for review and approval by the County. The Grant Agreement and CPA outline the criteria Telephonics and the County must meet in order to receive the full benefits of the One NC Grant. Staff has reviewed the agreements and recommends approval.

h. Approval of Late Property Tax Exemption/Exclusion Applications

The Finance Committee has recommended approval of the following late property tax exemption/exclusion applications. All of the applications have met the necessary requirements that are mandated by the North Carolina Department of Revenue; however, due to the late submission of the applications, determination of approval is needed by the Board of Commissioners.

Property Owner	Description	Exclusion	County Tax	SW Fee Adjustment	City Tax	Tax Excluded
Robert J. & Eileen Byrne	P120A-24	45,000	346.50	69.00	294.75	710.25
Paul Edward & Ardis Candela	P93-84	45,000	346.50	69.00		415.50
Lee Otis Cole	P68-13	37,850	291.45	69.00		360.45
John Allen & Fannie Joanna Green	P126-34C	38,200	294.14	69.00		363.14
Robert Steven Josvai	P92-264	45,000	346.50	69.00		415.50
Thomas W. & Florence M. Kolenski	P120B-50	45,500	350.35	69.00		419.35
Deborah Ann Reynolds	25-A-28	29,150	224.46	69.00	190.93	484.39

i. Approval of Debris Management and Debris Monitoring Contracts

The Finance Committee has recommended approval of contracts with Phillips and Jordan for Debris Management and Tetra Tech for Debris Monitoring for a period of three years, with an option to renew for two additional years. Payment for the majority of the services through these contracts would typically be reimbursed by FEMA.

j. Approval of Request for Occupancy Tax Funds

The Finance Committee has recommended approval of a request from Arts of the Albemarle for an appropriation of \$17,500 for FY 2019-20 from occupancy tax proceeds. If the Board approves the request, an application for tourism funds will be submitted.

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

5. CONSIDERATION OF APPOINTMENTS TO BOARDS AND COMMITTEES:

Commissioner Jordan, Chairman of the Appointments Committee, presented the following recommendations from the Appointments Committee:

Jury Commission – Appoint Rwanda Farrer to a two-year term, expiring on June, 30, 2021. Final approval of this appointment would be held over until the next meeting.

Child Fatality Prevention Team/Community Advisory Committee – Appoint Stacey Hickman. This appointment does not need to lie over.

Motion was made by Charles Jordan, seconded by Lloyd Griffin to appoint Rwanda Farrer to the Jury Commission and Stacey Hickman to the Child Fatality Team/Community Advisory Committee. Ms. Farrer’s appointment will need to lie over until the next meeting. The motion carried unanimously.

Chairman Dixon appointed Norma J. Hatot to serve on the Community Relations Commission.

6. COUNTY ATTORNEY'S REPORTS:

County Attorney Michael Cox said he attended the 2019 North Carolina Association of County Clerks' Eastern Regional Workshop, which was hosted by Pasquotank County Clerk to the Board, Lynn Scott on Friday, September 13th at Montero's. He noted that it was a very informative workshop.

7. REPORTS FROM COMMISSIONERS:

Commissioner Overman attended the DSS Board meeting.

Commissioner Jordan greeted ECPPS students as they arrived for their first day of school. He attended the ECSU Planetarium Event, as well as the monthly Trillium meeting. He said he also attended a three-day forum for the new COA president.

Vice-Chairman Griffin praised staff for making information available to residents on multiple media outlets during the most recent storm event. He said he had many residents make positive comments to him. He attended the ECSU Planetarium Event.

Commissioner Lavin attended the Joint Recreation Advisory Board meeting, where they toured the new senior center building. He said after touring and reviewing the plans for the new senior center at the former Daily Advance building he discovered those plans did not include a walkway between the parking lots and the building because grant money that would have funded the walkway wasn't secured. He said he is going to be really disappointed if that slips off and falls. He stated that there was a public outcry and concern that there was going to be safe walking and parking access for folks who were going to the center.

Commissioner Lavin, who previously served on the Community Advisory Committee with Commissioner Jordan, asked that the Board consider incentivizing its board members. He explained that the committee is tasked with visiting several nursing homes and assisted living facilities, which requires a huge investment of time. Currently, there are not enough members to constitute a quorum, and we must get them back to a number where they can operate.

The Board asked County Manager Sparty Hammett to research the feasibility of paying a stipend to CAC members.

Commissioner Meads reported that the SPCA currently houses 195 cats and 75 dogs. He said he would like to revisit the idea of convenience sites closing one hour earlier during Eastern Standard Time. He provided an update on building code changes. He thanked the Board for their thoughts and prayers during his daughter's battle with cancer. He said she is not out of the woods, but her treatments seem to be working.

Commissioner Perry stated that he sits on the College of the Albemarle Board, and he will not be here Thursday for the interviews with our new president of the college. He thinks we are going to get a great person who has had a lot of experience. He attended the North Carolina County Commissioner Annual Conference. He said he would not like to serve on the 10-county group, because when he attended the meeting to cast a vote, he felt like he was being invaded by the Klan. He said he was asked by the Board to serve out the remainder of former Commissioner Joe Winslow's term as a district representative, but when he went to the meeting there were people that were not even supposed to be there. They were very aggressive and asked that he not be nominated to finish the term. He feels that anything he votes on, or any other African American votes on, will not be accepted.

Chairman Dixon asked the new Daily Advance reporter to introduce himself. Mr. Paul Nielson introduced himself and told the Board a little about himself.

Chairman Dixon commended staff on how smoothly things went during the recent hurricane event. He thanked his fellow Board members for standing in at events for him, due to his busy work schedule. He asked Board members to complete and return their attorney evaluation forms to him.

Clerk to the Board Lynn Scott reviewed upcoming events.

Chairman Dixon asked if there was any further business to come before the Board. There being no further business;

Motion was made by Charles Jordan, seconded by Sean Lavin to adjourn the meeting. The motion carried and the meeting was adjourned at 6:30 PM.

CHAIRMAN

CLERK TO THE BOARD