

**PASQUOTANK COUNTY, NORTH CAROLINA
OCTOBER 3, 2016**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, October 3, 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
Lynn Scott, Clerk to the Board

The meeting was called to order at 7:00 PM. Commissioner Lloyd Griffin gave the invocation and Elizabeth City Middle School 6th grader Ashton Williams led in the Pledge of Allegiance to the American Flag. Chairman Winslow welcomed everyone present.

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:

| Employee | Department | Years of Service |
|-------------------|------------------------|-------------------------|
| Christy Saunders | Emergency Management | 25 year |
| Horace Williams | Solid Waste | 25 year |
| Paul Kahl | Inspections | 25 year |
| Bettie Smithson | Central Communications | 25 year |
| Pamela Brown | Central Communications | 20 year |
| Sheri Raynor | DSS | 15 year |
| Oneida Thompson | Solid Waste | 10 year |
| Lolita Williams | DSS | 10 year |
| Lynn Scott | County Manager | 10 year |
| Melissa Copeland | Central Communications | 10 year |
| Glenda Mikoliczyk | DSS | 10 year |

Chairman Winslow presented Christy Saunders her 25 year pin and Lynn Scott her 10 year pin.

Employees who could not attend tonight's meeting were Horace Williams, Paul Kahl, and Bettie Smithson who will receive their 25 year pins, Pam Brown who will receive her 20 year pin, Sheri Raynor who will receive her 15 year pin, and Oneida Thompson, Lolita Williams, Melissa Copeland, and Glenda Mikoliczyk who will receive their 10 year pins.

2. AMENDMENTS TO THE AGENDA:

Chairman Winslow asked if there were any amendments to the agenda. Vice-Chairman Perry requested that the agenda be amended to add the following items to the consent agenda: 1) Approval of scrap tire recycling and disposal contract; and 2) Approval to use unspent ECPPS funds.

Motion was made by Cecil Perry, seconded by Lloyd Griffin to amend the agenda to add the two items recommended by the Finance Committee to the Consent Agenda. The motion carried unanimously.

3. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of September 15 and 19, 2016 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:

Tax Releases

| | | County | City |
|----|-----------------|--------|------|
| 1. | Michael A. Pike | 144.00 | |

Tax Refunds

| | | County | City |
|----|---------------------|--------|------|
| 1. | Michael Roark Davis | 291.46 | |

Solid Waste Fee Release

| | OWNER'S NAME | PARCEL ID NUMBER | REASON FOR RELEASE |
|----|-----------------------------------|------------------|---------------------------|
| 1. | Myrtle M. Best | P35-50 | Vacant |
| 2. | Nancy Cressman | P141-49 | Vacant |
| 3. | Timothy A. & Carla W. Dewald | P12A-31 | Vacant (Used for Storage) |
| 4. | Bobbie G. Moore | 76-H-14A | Vacant |
| 5. | Bobbie G. Moore & Miles O. Harris | P120-193 | Vacant |
| 6. | Basillo Perez | P119A-5,6 | Vacant |
| 7. | Basillo A. Perez | P119-37 | Vacant |
| 8. | Woodyworks LLC | P120-32 | Vacant |

c. Adoption of Resolution Approving Extension of Lease with Tower Development Corporation

The Finance Committee has recommended the Board adopt the following resolution approving extension of a lease of county owned property at Edgewood Shopping Center with Tower Development Corporation for two additional five (5) year options.

**RESOLUTION APPROVING TOWER LEASE
WITH TOWER DEVELOPMENT CORPORATION
2016-27**

WHEREAS, Pasquotank County owns land commonly known as the Edgewood Shopping Center; and

WHEREAS, Tower Development Corporation (hereinafter "TDC") wishes to extend the now existing lease between the County and TDC for the 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 TDC have agreed to allow TDC to have two (2) additional five (5) year options (2019 and 2024) to extend the now existing lease; and

WHEREAS, the current annual rent is \$1,380 and, if the options are exercised, the rental payment shall increase by fifteen percent (15%) per five (5) year extension; and

WHEREAS, TDC has agreed to a one time lump sum payment or \$5,000 for the two (2) five (5) year options and to allow the County to receive fifteen percent (15%) of the net revenue collected from future subtenants; and

WHEREAS, NCGS 160A-272 authorizes the county to enter into a lease for the "sitting and operation of a tower" for up to twenty five (25) years without considering it a sale upon a 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 extension and other terms outlined herein for the lease of county property described above to Tower Development Corporation on terms as described hereinabove and directs the chairman to execute any instruments necessary to secure the amendment.

ADOPTED this 3rd day of October, 2016.

d. Approval of Family Subdivision Request FS 16-05 by Melissa Joines

Staff recommends approval of Family Subdivision Request FS 16-05 by Melissa Joines. Mrs. Joines is requesting to create a 1.34 acre gift lot for her parents, Terry and Janice Gray, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 25.23 feet of road frontage is provided to the parcel off of Okisko 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.

e. Approval of Scrap Tire Recycling and Disposal Contract

The Finance Committee has recommended approval of a new contract with Central Carolina Holdings, LLC for our scrap tire recycling and disposal program. The cost per ton of the disposal is \$58.61 per ton and the transportation cost is \$448.80 per load with a fuel surcharge. The price also includes a 2% annual increase.

f. Approval to Use Unspent ECPPS Funds

The Finance Committee has recommended that the Board approve the use of \$18,000 in unspent funds in the current 2016-17 ECPPS budget for a phone system at Sheep Harney Elementary School to supplant insurance monies that will be used to replace the phone system at ECPPS Board of Education.

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

4. PRESENTATION OF PROCLAMATION FOR HOSPITAL & HEALTH SYSTEM

PHARMACY WEEK:

Chairman Winslow recognized Ms. Jennifer Burgess, Clinical Pharmacy Specialist at Sentara Albemarle Medical Center, to accept a proclamation for Hospital & Health System Pharmacy Week. He read the following proclamation:

**Proclamation
Pharmacy Week**

- Whereas,* pharmacists are experts in the successful use of today's complex medications, and
- Whereas,* patients in hospitals and outpatient clinics receive better care when pharmacists are directly involved in medication management decisions, and
- Whereas,* pharmacists' direct involvement in patient care helps reduce unnecessary costs and burden on the health system, and
- Whereas,* the pharmacists and pharmacy technicians practicing in the hospital and health-system of Pasquotank County contribute to the health and well-being of our citizens, and
- Whereas,* the American Society of Health-System Pharmacists has declared October 16-22, 2016 as Pharmacy Week

Now, therefore, be it resolved that I, Joseph Winslow, do proclaim October 16-22, 2016, as

Pharmacy Week

in Pasquotank County, North Carolina and urge all our citizens to acknowledge the valuable services of the pharmacists and pharmacy technicians who work in inpatient, outpatient, home-care, and long-term-care settings and all they do to help patients make the best use of their medicines.

In witness whereof I have hereunto set my hand and caused this seal to be affixed this 3rd day of October, 2016.

5. REPORTS FROM COMMISSIONERS:

Commissioner Sterritt informed the Board that there is a movement underway to rename the Poole Street Park, Miles Clarke Park. He said the Parks & Recreation Committee will be asked to give their opinion on the renaming. He said he is interested in any comments from the Board. Commissioner Dixon noted that the park is currently named in honor of Dr. Pool and this should be researched prior to changing the name. He reported that the Community Relations Commission currently has three vacancies. He reported that Mayor Peel's Leadership Academy is well underway and off to a good start. The Witherspoon – Harris Awards will be held in November. He attended the DSS Board meeting.

Commissioner Meads asked staff to investigate Sentara Albemarle Medical Center paying the expenses of the recent landfill incident. He said he has recently received complaints of riffraff hanging around the library which needs to be looked into.

Commissioner Dixon said he believes all our Volunteer Fire Departments should be equipped with Wi-Fi.

Commissioner Parker attended the NC Works Workforce Update. Last Thursday, she delivered the welcome on behalf of Pasquotank County and the Board of Commissioners during the dedication of the Mary Walker House. She said when the house is fully renovated it will serve as temporary housing for homeless youth that participate in the River City CDC youth program.

Commissioner Griffin reported that the airport is in its final stages of hiring a new manager.

Vice-Chairman Perry reported that approximately 45 Federal inmates are currently housed at the jail. He attended Mr. Linwood Carver and Mrs. Elizabeth Cole's funerals this week. He noted that our community has lost two very prominent people.

Chairman Winslow asked for help in filling the current vacancies on the Community Relations Commission. He thanked Christy Saunders, Emergency Management Coordinator for her dedicated work to Pasquotank County. He stated that she is known through the state as having one of the best emergency management departments in the state. He thanked Clerk to the Board Lynn Scott for the great job she has done for the county for the past ten years.

Chairman Winslow read the following proclamation which he presented to Mrs. Cole's family at her funeral:

Proclamation

Whereas, on behalf of Pasquotank County, we wish to extend our sincere condolences over the passing of Mary Elizabeth Felton Cole; and

Whereas, Mrs. Cole's death leaves our community with a deep feeling of sorrow for the loss of such an honored and respected citizen; and

Whereas, Mrs. Cole was born July 1, 1923. She was born the second child of thirteen children in a loving Christian home to the late Joseph and Rosa Shannon Felton in Pasquotank County. Mrs. Cole was united in holy matrimony to the late, Mr. Henderson Franklin Cole, Jr. on December 20, 1947. To this union there were two children, Rita Lizette and Henderick Toloso.

Whereas, Mrs. Cole always had a smile for everyone and a heart as good as gold. She was a faithful Christian woman, an excellent mother, a hard worker, and a faithful wife. She was one who believed in minding her own business and affairs. She was loved by her family and many others.

Whereas, Mrs. Cole served this community in various capacities, too numerous to list. She was a very active member in her church. She attended public schools in Pasquotank County and continued her education at Elizabeth City State University, where she received her Bachelor of Science degree in Elementary Education, and a Masters Degree in childhood Education from North Carolina Central University, and further studies at University of North Carolina, Chapel Hill.

Whereas, Mrs. Cole rendered thirty-nine years of service to education and teaching of boys and girls in Pasquotank County where she was honored as an Outstanding Teacher of the Year.

Whereas, Mrs. Cole earned the respect, admiration and high regard of all with whom she came into contact, and our community has sustained a great loss in her death;

Now, therefore, The Pasquotank County Board of Commissioners wishes to extend our sincere sympathies upon Mrs. Cole's passing.

Dated this 3rd day of October, 2016.

There being no further business;

Motion was made by Cecil Perry, seconded by Frankie Meads to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:29 PM.

CHAIRMAN

CLERK TO THE BOARD