

**PASQUOTANK COUNTY, NORTH CAROLINA
OCTOBER 16, 2023**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, October 16, 2023 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Charles H. Jordan, Chairman
Lloyd E. Griffin, III
Sean Lavin
Jonathan Meads
Sam Davis, III
Clifford Shaw

MEMBERS ABSENT: Barry Overman, Vice-Chairman

OTHERS PRESENT: Sparty Hammett, County Manager
John Shannon, Assistant County Manager
R. Michael Cox, County Attorney
Mike Barclift, Management Fellow
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Charles Jordan. Chairman Jordan welcomed those in attendance. Commissioner Lloyd Griffin gave the invocation and Commissioner Sean Lavin led the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Commissioner Lloyd Griffin requested that the agenda be amended to add the following items to the agenda: 1) Approval of Adding an Inspector Position for the Utilities Department; 2) Approval of Increasing Utilities Department Weekend Pay for Exempt Employees; 3) Approval of Recommendations for Finance Officer Recruitment; 4) Approval of Purchasing NEOGOV Applicant Tracking System; 5) Approval of Lobbyist Contract; 6) Approval of Livability Magazine Ad; and 7) Consideration of Purchase of Buildings for Newland Park.

Motion was made by Sam Davis, seconded by Jonathan Meads to amend the agenda to add Items #1-6 to the Consent Agenda and add Item #7 to New Business. The motion carried unanimously.

2. COMMENTS BY JILL REID:

Chairman Jordan called on Jill Reid of 577 Body Road to address the Board. Ms. Reid spoke regarding her opposition of a syringe exchange program in Pasquotank County.

3. COMMENTS BY WADE REID:

Chairman Jordan called on Wade Reid of 577 Body Road to address the Board. Mr. Reid spoke regarding his concerns about providing free needles to drug addicts.

4. COMMENTS BY GEORGE HAGUE:

Chairman Jordan called on George Hague of 2321 Dalia Drive to address the Board. Mr. Hague spoke in opposition of a syringe exchange program in Pasquotank County.

5. COMMENTS BY TIM WITWER:

Chairman Jordan called on Tim Witwer of 304 Breezewood Drive to address the Board. Dr. Witwer spoke regarding the lack of data to support syringe exchange programs in small towns.

6. COMMENTS BY CAROL ROLLING:

Chairman Jordan called on Carol Rolling of 910 W. Church Street to address the Board. Ms. Rolling spoke in opposition of a syringe exchange program being located adjacent to a school.

7. COMMENTS BY EMMETT MURPHY:

Chairman Jordan called on Emmett Murphy of 226 Lynette Drive to address the Board. Mr. Murphy spoke in opposition of a syringe exchange program in Pasquotank County.

8. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of October 2, 2023 Commissioner Meeting

b. Approval of Tax Releases and Refunds

The Tax Office has recommended approval of the following tax releases and refunds:

Tax Releases

	Taxpayer	County	City
1.	Bayside Properties Dev. LLC	135.19	
2.	Richard William & Sheila S. Albury	144.00	
3.	Alethia L. Ballance	224.62	148.07
4.	George & Carolyn McKecuen	933.28	
5.	Holy Trinity Comm. Church	106.24	101.48

Tax Refunds

	Taxpayer	County	City
1.	Aria Barco Badgley		75.65
2.	Nicholas Charles Bowman	150.37	
3.	Bashaw, Donna Wiles	620.49	
4.	Austin Forbes Briley	113.61	
5.	Daniels, Benjamin H.	799.62	695.02
6.	Daniel Lee Ford	137.40	
7.	Matthew Jackson Rae & Amber Paige A. Rae	116.23	
8.	Kyle Thomas Orlando & Kaja Marie Ferebee	137.40	
9.	OBX Beverage Company	276.06	
10.	Tiera Simone Peele & Matthew Reid Peele Jr.	116.33	
11.	Minton, Samatha	348.00	265.50
12.	Morgan, Tracey Manning	493.08	403.56
13.	Qui An Nguyen	143.38	
14.	Bruce Brandon Richardson	122.48	
15.	Jeremy Paul Rushok	194.93	185.50
16.	Jeremy Paul Rushok	128.28	122.07
17.	Jeremiah Eugene Shue	199.98	
18.	Smith, Carroll Jr. & Chong	348.00	
19.	Sosa, Heather Ann	348.00	265.50
20.	Joel White Twiford	101.56	
21.	Weatherholtz, Walter L.	348.00	
22.	Morris, Margie	862.60	755.20

Solid Waste Fee Releases

	Owner's Name	Parcel ID #	Reason for Release
1.	Lora Ann & Wayne Barclift	P63-39	Vacant
2.	Carrie Bernard	P132A-222	Vacant
3.	H. E. Bowers	41-F-6	Vacant
4.	Josselin Romelia Celis	P119-14	Vacant
5.	Roberto Alejandro Celis	40-A-453	Vacant
6.	Margery Coulson Clark	51-C-22B-23-24	Vacant
7.	Cora Crutch Heirs	55-E-46,47	Vacant
8.	John A. Jr. & Pearlie Dixon	56-A-3A	Vacant
9.	John A. Jr. & Pearlie Dixon	30-A-10	Vacant
10.	John A. & Pearlie J. Dixon	56-A-3B-4	Vacant
11.	George O. Halstead	P95-46	Vacant
12.	John Jr. & Pearlie J. Dixon	28-D-22	Vacant
13.	Palmer C. Griffin Etal Lfe. Est.	P112-3	Vacant
14.	Mary D. Holley Etal	P34-22	Vacant
15.	Basillio A. Perez	P119-37	Vacant
16.	Basillio Perez	P119A-5,6	Vacant

17.	Donald E. & Linda Perry	64-E-10	Vacant
18.	Donald E. & Linda Perry	P119-114	Vacant
19.	Horace Jr. & Marcy Pritchard	P89-84	Vacant
20.	Mary Perry	P60-66	Vacant
21.	Teresa Sue Jasinski & John James Sherwin	P119-275	Vacant
22.	Edward White III	P11-35	Vacant
23.	Wayne & Carolyn White	P142-12	Vacant
24.	Lora Ann & Wayne Barclift	P63-39	Vacant

c. Approval of Budget Amendments

The Finance Office has requested approval of the following budget amendments:

Library

Increase	013.0991.4991.00	Fund Balance Appropriated	9,700.00
Increase	013.6110.5351.00	Maintenance-Building	9,700.00

ECPPS

Increase	010.0991.4991.00	Fund Balance Appropriated	1,875,648.00
Increase	010.5910.5636.00	Capital Outlay	1,875,648.00

Human Resources

Decrease	010.6900.5991.00	Contingency	570.00
Increase	010.4125.5321.00	Telephone	570.00

General Fund/Utilities

Increase	010.0991.4991.00	Fund Balance Appropriated	1,545,616.00
Increase	010.6600.5980.60	Transfer to Water	1,545,616.00
Increase	060.0700.4981.00	Transfer to General Fund	1,545,616.00
Decrease	060.0991.4991.00	Fund Balance Appropriated	1,345,616.00
Increase	060.7130.5500.00	Capital Outlay	200,000.00

d. Adoption of Resolution Authorizing Removal of Certain Public Record Books Kept by the Register of Deeds

The following is a resolution that needs to be approved by the Board which will authorize the removal of the marriage licenses from July 1950 to December 1950 for repair, restoration, and rebinding:

**RESOLUTION AUTHORIZING REMOVAL OF CERTAIN PUBLIC RECORD BOOKS
KEPT BY THE REGISTER OF DEEDS FOR THE PURPOSE OF REPAIR, RESTORATION
AND REBINDING**

WHEREAS, N. C. Gen. Stat. § 132-7 provides that books of public records should be copied or repaired, renovated or rebound if worn, mutilated, damaged or difficult to read; and

WHEREAS, there is identified certain books of public records maintained by the Register of Deeds in need of repair, restoration and rebinding; and

WHEREAS, Kofile Technologies, Inc. Record Save, is under contract to provide repair, restoration and rebinding of those certain books of public records.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR PASQUOTANK COUNTY, NORTH CAROLINA, that:

Section 1. The Register of Deeds is authorized to remove or cause to be removed to the care and custody of Kofile Technologies, Inc. Record Save for repair, restoration and rebinding the following books of public records:

Marriage License Volumes: Jul. 1950 to Dec. 1950

Section 2. The books of public records listed in Section 1 of this resolution may remain in the care and custody of Kofile Technologies, Inc. Record Save for the length of time required to repair, restore or rebind them.

Section 3. This resolution is effective upon its adoption.

e. Approval of Adding an Inspector Position for the Utilities Department

The Finance Committee has recommended approval of an Inspector Position in the Utilities Department, Pay Grade 17 - \$39,152 to \$55,005. Funds will be identified in the Utilities Department budget for the position.

f. Approval of Increasing Utilities Department Weekend Pay for Exempt Employees

The Finance Committee has recommended approval of increasing the daily weekend pay from \$200 to \$350 per day for exempt employees.

g. Approval of Recommendations for Finance Officer Recruitment

The Finance Committee has recommended approval of the following recommendations:

- Increase the salary range from Pay Grade 50 - \$87,105 to \$124,172 to Pay Grade 54 - \$92,920 to \$132,555.
- List the Salary Range as a Hiring Range based on experience.
- Offer a relocation expense of up to \$5,000.

h. Approval of Purchasing NEOGOV Applicant Tracking System

The Finance Committee has recommended approval of purchasing NEOGOV Applicant Tracking System at a cost of \$17,454.85 for Fiscal Year 2023-24 using Contingency funds, and approval of the following budget amendment:

Decrease	010.6900.5991.00	Contingency	\$17,455.00
Increase	010.4125.5500.00	Capital Outlay (HR)	\$17,455.00

i. Approval of Lobbyist Contract

The Finance Committee has recommended approval of a new two-year contract with our current Lobbyist, Jackson Stancil at the same cost of \$30,000 per year.

j. Approval of Livability Magazine Ad

The Finance Committee has recommended approval of an eighth-page advertisement, without digital, at a cost of \$840.

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

9. RECOMMENDATIONS BY APPOINTMENTS COMMITTEE:

Commissioner Lavin stated that the Appointments Committee met today and would like to make the following recommendation:

ABC Board – Appoint Samuel John Davis. Since this appointment is a new appointment, it will need to lie over for two weeks to allow for additional applications.

Commissioner Davis asked that he be excused from voting on this item due to a conflict of interest.

Motion was made by Sam Davis, seconded by Clifford Shaw to excuse Sam Davis from voting on this item due to a conflict of interest. The motion carried unanimously.

Motion was made by Sean Lavin, seconded by Jonathan Meads to accept the nomination of Samuel John Davis to the ABC Board. The appointment will need to lie over for two weeks to allow for additional applications. The motion carried unanimously.

10. ADOPTION OF 2024 COMMISSIONER MEETING SCHEDULE:

The Board considered a proposed schedule of regular County Commissioner meetings for 2024.

Motion was made by Lloyd Griffin, seconded by Sam Davis to adopt the following 2024 Commissioner meeting schedule. The motion carried unanimously.

Pasquotank County Board of Commissioners 2024 Meeting Schedule

Month	1st Regular Meeting	2nd Regular Meeting
January	Tuesday, January 16	None
February	Monday, February 5	None
March	Monday, March 4	Monday, March 18
April	Monday, April 1	Monday, April 15
May	Monday, May 6	Monday, May 20
June	Monday, June 3	Monday, June 17
July	None	Monday, July 15
August	Monday, August 5	Monday, August 19
September	None	Monday, September 16
October	Monday, October 7	Monday, October 21
November	Monday, November 4	Monday, November 18
December	Monday, December 2	None

Friday, February 23rd – Board Retreat

11. CONSIDERATION OF PURCHASE OF BUILDINGS FOR NEWLAND PARK:

Benesch, the County’s design consultant for Newland Park, recommended purchasing the three buildings/structures (restrooms, small shelter, and large shelter) for the Newland Park from Cedar Forest Products (CFP) through the HGACBuy Cooperative. HGACBuy is a nationwide government procurement service, and all local governments are eligible to be members. All contracts available to participating members of HGACBuy have been awarded by virtue of a public competitive procurement process compliant with state statutes. The Finance Committee has recommended approval to purchase the three buildings at a total cost of \$398,165.48 from Cedar Forest Products using the proceeds from the sale of properties which is in Fund Balance.

Motion was made by Lloyd Griffin, seconded by Clifford Shaw to purchase three buildings (restrooms, small shelter, and large shelter) for the Newland Park at a total cost of \$398,165.48 from Cedar Forest Products, using proceeds from the sale of properties, and to approve the following budget amendment: The motion carried 5 to 1, with Commissioner Meads voting in opposition.

Increase	010.0991.4991.00	Fund Balance Appropriated	\$398,170.00
Increase	010.6130.5500.00	Capital Outlay	\$398,170.00

12. REPORTS FROM COUNTY MANAGER:

County Manager Sparty Hammett reminded the Board of the upcoming Community Meetings. He informed the Board that he will be in training on Monday and Tuesday of next week.

Mr. Hammett made the following comments regarding the opioid settlement funds:

- No opioid settlement funds will be spent until the Syringe Service Program (SSP) is brought back before the Board, and the required Resolution to direct the expenditure of the opioid settlement funds is approved. The Memorandum of Agreement governing the use of opioid settlement funds includes a list of only twelve approved strategies for combatting the opioid crisis.
- A Post-Overdose-Response-Team (PORT) is an approved, life-saving strategy that Pasquotank County is already utilizing. PORT is a well-funded program of the EMS Department that was established in 2019. Pasquotank County is doing well compared to many NC counties in this response to the opioid crisis.
- SSPs are another impactful, highly recommended strategy. Pasquotank County is lagging behind the majority of NC counties with this strategy. There are SSPs in 58 North Carolina counties, of which Hyde County at a population of 4,589 is the smallest county. Hyde County’s SSP is operated by its Health Department. Commissioners in the past

have compared Pasquotank County to Beaufort County (44,562 population). Beaufort has an SSP, operated by Beaufort County Public Health.

- Unlike many issues facing our country today, SSPs have bipartisan support due to the scientifically proven benefits. The Trump administration supported SSPs to help combat HIV among illicit drug users. The Biden administration released a model law to help states ensure access to SSPs.
- 30 years of research have shown that comprehensive SSPs are safe, effective, do not increase illegal drug use or crime, and play an important role in reducing the transmission of viral hepatitis, HIV and other infections. In addition, SSPs provide a positive return on investment by reducing public safety and public health system costs, which are paid with tax dollars.
- People suffering from opioid dependency and addiction who participate in an SSP are 5x more likely to enter drug treatment programs and 3x more likely to stop using drugs than people who do not participate.
- The Syringe Service Program is the best use of the opioid settlement funds and will aid in saving the most lives. PORT Programs, Narcan use, and SSPs are harm reduction programs. This means they prioritize keeping people safe and alive ahead of eliminating drug use.

13. REPORTS FROM COMMISSIONERS:

Commissioner Shaw attended a ribbon cutting for Armor Insurance on October 3rd. On October 4th, he toured the SOULS Ministry Feeding Program. On October 6th, he attended a ribbon cutting for Elizabeth City Downtown, Inc. at the Flora Robinson House. On October 7th, he attended the 35th Annual Meherrin Indian Tribe Pow Wow 2023 in Ahoskie. On October 10th, he attended a ribbon cutting for Lily Pad Pottery. Also on October 10th, he attended a dinner at PW Moore Elementary School. On October 11th, he attended the SPCA Board meeting. On October 12th, he attended the Jail Board meeting. On October 13th, he attended a ribbon cutting for Burger King, and on October 14th, he attended and was a judge at the 3rd Annual VPW Hog Hen Cook Off.

Commissioner Meads attended the EMS meeting. He also attended a Veterans' Memorial Meeting in Chowan. Commissioner Meads said he thinks it would be really good for the community to attend the upcoming community meetings. He stated that he would like the opioid settlement funds to be used for prevention. Mr. Hammett said he agrees, except it is not an allowable use in the 12 categories that are eligible for the funds to be used for. He explained that prevention is not an option under the Category B options either. He noted that the school system and Trillium are already doing some prevention. Mr. Hammett explained that he spoke with the person who is the lead for the program with the NCACC and was informed that prevention is not allowable. Commissioner Meads said his second choice would be to use the funds for "incarceration and justice involvement".

Commissioner Lavin attended the ECDI ribbon cutting, the Committee of 100 Social, the Ghost Walk, the Drainage Advisory Board meeting in Newland, and the Joint City/County Parks and Recreation Committee meeting.

Commissioner Lavin said obviously the opioid settlement is a subject that is getting a lot of attention. He said you can hear from the testimonies of people that they have been personally affected by drug abuse. He appreciates the people who came tonight. He thinks it is really important that we have a robust debate, and give the community an opportunity to voice their concerns, and to all get comfortable with what the Board decides to do with the money. He said we heard from the County Manager's Report that Pasquotank is already doing somethings to try to address the opioid crisis. We have additional paramedic resources available to go out after overdoses and counsel, and to try to get people into programs. He said there may be an opportunity that we can apply the funding towards things that we are already doing, and take the unrestricted money that was already budgeted for and use it for whatever, as a community, we want to fund. He thinks this is just the beginning. Staff has three community meetings scheduled. He encouraged everyone to attend and bring their neighbors, friends, and relatives to come out and speak their hearts, because the Board really wants to know, and they want to do the right thing with the money, because there are literally lives at stake.

Commissioner Griffin said his regular meetings are scheduled to start later this week. He stated that the Board and staff will be very busy continuing discussions regarding how the opioid

settlement funds will be spent to have the most impact. The Board has proposed one program to start, but there will be other revenues available for other programs. Some syringe programs are administered by health departments in other counties. He asked what would be the difference of the health department administering the program or it being next door to the health department.

Chairman Jordan attended the Armor Insurance ribbon cutting. He attended the Joint City/County Parks and Recreation Board meeting. They have received several requests for pickleball courts and they are trying to identify locations. He toured of the Betsy Town Flats and was very impressed with the apartments. He attended the Library Board meeting. The Library is doing very well with their new director. They are currently weeding out old books, to make room for more up-to-date books. He attended the Jail Board meeting. The current director has been working in the system for many years and is retiring soon. By January, the Board hopes to hire a new director. He attended ribbon cuttings at Burger King, Lily Pad Pottery, and Elizabeth City Downtown Inc. He reminded the Board there are a lot of ribbon cutting ceremonies and he would love to share some of them with his fellow board members.

Motion was made by Sean Lavin, seconded by Sam Davis to adjourn the meeting.
The motion carried and the meeting was adjourned at 6:40 PM.

CHAIRMAN

CLERK TO THE BOARD