

**PASQUOTANK COUNTY, NORTH CAROLINA  
OCTOBER 17, 2022**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, October 17, 2022 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:** Lloyd E. Griffin, III, Chairman  
Charles H. Jordan, Vice-Chairman  
Cecil Perry  
Sean Lavin  
Jonathan Meads

**MEMBERS ABSENT:** William “Bill” Sterritt  
Barry Overman

**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 Lloyd Griffin. Vice-Chairman Charles Jordan gave the invocation and Commissioner Lavin led in the Pledge of Allegiance to the American Flag. Chairman Griffin welcomed those in attendance.

**1. AMENDMENTS TO THE AGENDA:**

Vice-Chairman Jordan requested that the agenda be amended to add the following items recommended by the Finance Committee: 1) Approval of GREAT Grant; and 2) Recommendations by Appointments Committee.

Motion was made by Charles Jordan, seconded by Sean Lavin to amend the agenda to add Item #1 to the Consent Agenda and Item #2 to New Business. The motion carried unanimously.

**2. ADOPTION OF EMERGENCY MANAGEMENT ORDINANCE:**

At the last meeting, the Board discussed and voted to approve the following Emergency Management Ordinance. Since upon the first reading all members of the Board must be present and voting in the affirmative in order for a police power ordinance to be approved, the Board could not give final approval to the ordinance because all members were not in attendance.

Motion was made by Charles Jordan, seconded by Sean Lavin to adopt the following Emergency Management Ordinance:

**PASQUOTANK COUNTY, CAMDEN COUNTY and CITY OF ELIZABETH CITY  
EMERGENCY MANAGEMENT ORDINANCE**

**WHEREAS,** The North Carolina General Assembly has adopted Article 1A of Chapter 166A of the General Statutes, entitled “North Carolina Emergency Management Act”, which revises and recodifies and sets forth the authority and responsibility of the Governor, State agencies, and local governments in prevention of, preparation for, response to, and recovery from natural or man-made emergencies; and

**WHEREAS,** G.S. §166A-19.15, which is part of the North Carolina Emergency Management Act, assigns to Counties responsibility for emergency management within the geographical limits of such county; and,

**WHEREAS,** G.S. §166A-19.22, which is part of the North Carolina Emergency Management Act, authorizes cities and counties to declare a state of emergency under conditions and procedures contained in G.S. §166A-19.22; and,

**WHEREAS**, G.S. §166A-19.31 authorizes counties and cities to enact ordinances to empower their Boards, to exercise certain powers and authorities to deal with states of emergency; and,

**WHEREAS**, due to changes in the relevant General Statutes and the greatly expanded operations and capabilities of emergency management, the existing County and City ordinances on Civil Emergencies need to be significantly revised and replaced.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of Pasquotank County, Board of Commissioners of Camden County, and the City Council of the City of Elizabeth City, that:

Section 1: The following Ordinances are hereby repealed:

1. The Elizabeth City-Pasquotank County Emergency Management Code dated July 1, 1985;
2. The State of Emergency Ordinance for Elizabeth City dated June 6, 1988, the State of Emergency Ordinance for Pasquotank County dated September 19, 1977 and the State of Emergency Ordinance for Camden County dated September 3, 1985.

Section 2: The following Ordinance is HEREBY ADOPTED:

## **ARTICLE 1 – GENERAL**

### **Section 1. SHORT TITLE**

This ordinance shall be known as the Emergency Management Ordinance for Pasquotank County, Camden County, and the City of Elizabeth City. This ordinance is adopted under the provisions set forth above and in accordance with North Carolina Emergency Management Act of 1977.

### **Section 2. PURPOSE**

- a. Establish an emergency management agency to ensure the complete and efficient utilization of all resources of Pasquotank County, Camden County, and the City of Elizabeth City in the event of an emergency or disaster.
- b. The Pasquotank-Camden Emergency Management Agency shall be the coordinating agency for all activity in connection with Emergency Management. It will be the instrument in which the Pasquotank and Camden County Board of Commissioners and the City of Elizabeth City, within their jurisdictional boundaries, may exercise the authority and discharge the responsibilities vested in them during disaster emergencies.
- c. The Pasquotank-Camden Emergency Management Agency shall be the coordinating agency for activities and programs relating to emergency and disaster prevention, protection, mitigation, response, and recovery among agencies and officials of Pasquotank County, Camden County, the City of Elizabeth City, and similar agencies and officials of other counties, the state and federal agencies; and with other private and quasi-official organizations responding to assist within our jurisdictional boundaries.

### **Section 3. DEFINITIONS**

The following definitions shall apply in the interpretation of this Article:

**Coordinator** refers to the Coordinator of Pasquotank-Camden Emergency Management, the individual with direct responsibility for the development, organization, administration, and operation of the Pasquotank-Camden Emergency Management Agency as provided by this Ordinance.

**Disaster** represents the degree and severity of an emergency's impact as declared by the Governor.

**Emergency** is an occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made accidental, military, paramilitary, weather-related, or riot-related cause.

**Emergency Management** includes those measures taken by the populace and governments of federal, state, and local levels to minimize the adverse effect of any type of emergency, which includes the never-ending preparedness cycle of planning, prevention, mitigating, warning, movement, shelter, emergency assistance, and recovery.

**Emergency Management Agency** refers to the Pasquotank-Camden Emergency Management office, the local government agency charged with coordination of all emergency activities for its jurisdiction.

**Emergency Operations Plan** refers to the document, developed by Pasquotank-Camden Emergency Management that assigns responsibilities to organizations and individuals for carrying out specific actions in an emergency/disaster that exceeds the capability or routine responsibility of any one agency and establishes lines of authority and organizational relationships.

**Mutual Aid Agreements** are defined to include but not be limited to agreements related to the furnishing or exchange of such supplies, equipment, facilities, personnel, and services as may be needed with provisions for the reimbursement of costs and expenses for equipment, supplies, personnel and similar items upon such terms and conditions as may be necessary.

**Volunteer** shall mean personnel and agencies contributing a service, equipment, or facilities to the emergency management agency without remuneration.

#### **Section 4. PRESERVATION OF AUTHORITY**

- a. This ordinance does not:
  - a. relieve any county or city department or agency of the responsibilities or authority given to it by state law or by local chapter, nor will it adversely affect the work of any volunteer agency organized for relief in disaster situations.
  - b. abridge or modify the authority of emergency medical services personnel, law enforcement, firefighters, or other relevant public officers and agencies from exercising their authority to protect the public health and safety, as that authority is established by state and local law.
  - c. abridge or modify the authority of the governor or their delegates to implement emergency measures during declared states of disaster or emergency.

#### **Section 5. VIOLATIONS**

- a. Violations of any provision of this Ordinance or declaration enacted or declared under this chapter shall be punished in accordance with N.C.G.C §14-288.20A.
- b. Any person interfering with, or obstructing, hindering, or delaying any public officer in performing their duties under the provisions of this ordinance, or any declaration, regulation, or plan issued thereunder shall be punished in accordance with N.C.G.S. §14-223.
- c. It shall be a Class 2 misdemeanor, punishable upon conviction by a fine not exceeding \$50 or imprisonment not exceeding 30 days for any person to willfully obstruct, hinder or delay any other emergency management forces in the enforcement of the provisions of this chapter or performing their duties pursuant to any plan or restriction issued thereunder and upon conviction, shall be punished in accordance with N.C.G.S. § 14-4.

### **ARTICLE 2 – PASQUOTANK-CAMDEN EMERGENCY MANAGEMENT AGENCY**

#### **Section 1. ORGANIZATION AND APPOINTMENTS**

The Pasquotank-Camden Emergency Management Agency shall consist of the following:

- a. An agency of Emergency Management within the executive department of Pasquotank County, with contracted services to Camden County and the City of Elizabeth City, under the direction of the County Manager, through the Board of Commissioners and the City Mayor, as authorized by N.C.G.S. §166A-19.15(2).
- b. A Coordinator of the emergency management agency will be appointed by the Pasquotank County Manager. The Coordinator will be a person well-versed and trained in emergency management processes and procedures involving the activities of various agencies that serve to protect public health, safety, and welfare in the event of an emergency.
- c. The Coordinator shall designate and appoint an Assistant Emergency Management Coordinator to assume the duties of the Coordinator in the event of their absence or inability to act. The Coordinator and all other employees shall meet all requirements of state law to serve in emergency management.
- d. The employees and resources of all county and city departments, boards, institutions, and councils will participate in the emergency management activities. Duties assigned to the county and city departments shall be the same or similar to the normal duties of the department, where possible.
- e. Volunteer personnel and agencies offering service to, and accepted by the County and City.

**Section 2. DUTIES AND RESPONSIBILITIES OF THE COORDINATOR**

- a. The Coordinator shall be responsible for the organization, administration, and operation of the Emergency Management Agency. The Coordinator shall coordinate the activities, services, and programs for emergency management and disaster response and recovery within Pasquotank County, Camden County, and the City of Elizabeth City and shall maintain liaison with the state and federal authorities and the authorities of nearby political subdivisions to ensure the most effective operation and implementation of the emergency management plans.
- b. The Coordinators duties shall include, but not limited to, the following:
  - 1. Manage a comprehensive emergency management program for Pasquotank County, Camden County, and the City of Elizabeth City pursuant to Chapter 166A, including, but not limited to elements addressing prevention, protection, mitigation, response, and recovery from emergencies.
  - 2. Compel and coordinate the activity of all other public and private agencies engaged in any emergency management activities within Pasquotank County, Camden County, and the City of Elizabeth City.
  - 3. Through public informational programs, educating the populace as to actions necessary and required for the protection of their persons and property in case of enemy attack, terrorism, or disaster, either impending or present.
  - 4. Manage exercises to ensure the efficient operation of the emergency management forces and familiarize residents, businesses, educational institutions, and partner agencies with emergency management regulations, procedures and operations.
  - 5. Monitor and advise the Pasquotank and Camden County Commissioners, Pasquotank and Camden County Managers, and City of Elizabeth City Manager and Council of any and all threats, emergencies or disasters that pose a risk to the lives and safety of the residents of Pasquotank County, Camden County, and the City of Elizabeth City and propose solutions for their decision on how best to protect people and property from imminent danger or from further damage.

6. Procure supplies and equipment, institute training programs, public preparedness information and education programs, manage and coordinate disaster drills and exercises in accordance with county-wide emergency plans.
7. Manage the Pasquotank-Camden Emergency Operations Center as the central coordinating entity during emergencies or disasters.

### **Section 3. EMERGENCY MANAGEMENT PLANS**

- a. A countywide, all-hazard, emergency operations plan shall be adopted and maintained by the Board of Commissioners of Pasquotank County and Camden County and City Council of the City of Elizabeth City. In the preparation of this plan, the services, equipment, facilities, and personnel of all existing departments and agencies shall be utilized to the fullest extent. When the plan is approved, each department or agency shall perform those functions assigned to it by the plan and shall maintain a current state of readiness at all times. The emergency operations plan shall have the full effect of local law whenever an emergency or disaster occurs.
- b. Supporting plans shall be maintained by the Emergency Management Agency to ensure coordinated activities in the prevention, protection, mitigation, responses, and recovery from emergencies phases. In the preparation of these plans, the services, equipment, facilities and personnel of all existing departments and agencies shall be utilized to the fullest extent. When the plans are published, each department or agency shall perform those functions assigned to it by the plans.
- c. The Emergency Management Agency shall describe in emergency plans those positions for which lines of succession are necessary. In each instance, the responsible person within the cognizant department or agency shall designate and file with the Emergency Management Agency a current list of three persons to be successors to each key position. The list shall be in order of succession and shall designate persons most capable of carrying out all duties and functions assigned to the position.
- d. Each department or agency designated in emergency plans shall be responsible for carrying out all designated duties and functions designated by the plan. Duties will include organization and training of assigned employees and volunteers. Each department shall formulate procedures to implement the plan for the organization.
- e. When a skill required for response or recovery from a declared emergency function is not available within local government, the Emergency Management Coordinator shall be authorized to seek assistance beyond local government resources.

### **Section 4. NO GOVERNMENTAL OR PRIVATE LIABILITY**

- a. This Ordinance is an exercise by Pasquotank County, Camden County, and the City of Elizabeth City of its governmental functions for the protection for the public peace, health, and safety, and neither agents nor representatives of same, or any individual, receiver, firm, partnership, corporation, association, or trustee, or any of the agents thereof in good faith carrying out, complying with or attempting to comply with any order, rule or regulation promulgated pursuant to the provisions of this Ordinance, shall be liable for any damage or injury sustained to persons or property as the result of said activity. Specifically, governmental immunity is not waived by Pasquotank County, Camden County and/or the City of Elizabeth City.
- b. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants Pasquotank County, Camden County, and/or the City of Elizabeth City the right to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice disaster situation shall not be civilly liable for the death of, or

injury to, any persons on or about such real estate or premises under such license, privilege or other permission; or for loss of, or damage to, the property of any person.

#### **Section 5. PLANNING RELATED TO SPECIAL FACILITIES**

- a. Special facilities are those institutions or organizations whose populations are dependent upon the institution for transportation or care.
- b. Special facilities are required to have a plan in place to be self-sufficient in an emergency that would require the evacuation of their facility due to a natural or technological disaster.
- c. These institutions include, but are not limited to, assisted living facilities, hospitals, schools (public and private), day-care centers, elderly centers, or other similar organizations.
- d. The institutions shall submit copies of their disaster plan to the Emergency Management Agency for review on an annual basis as defined by Pasquotank-Camden Emergency Management.

### **ARTICLE 3 – STATE OF EMERGENCY**

#### **Section 1. DELEGATION OF AUTHORITY TO DECLARE A STATE OF EMERGENCY**

- a. In the event of an existing or imminent emergency endangering the lives, safety, health and welfare of the people within Pasquotank County, Camden County or the City of Elizabeth City, or any part thereof, or threatening damages to or destruction of property, the Chairperson(s) of the Board of Commissioners and the City Mayor are hereby authorized and empowered under N.C.G.S. §166A-19.31 to issue a public declaration of the existence of such a state of emergency and, in order to more effectively protect the lives and property of people within the city and counties, to place in effect any or all of the restrictions and prohibitions hereinafter authorized. The Chairperson(s) and Mayor shall fully utilize all available emergency service and management agencies and shall consult with appropriate subject matter experts in deciding to issue a declaration and in determining the appropriate restrictions and prohibitions to impose during the term of any such declaration.
- b. In case of the absence or disability of the Chairperson(s) or Mayor, the Vice-Chairperson(s) of the Board of Commissioners, or Mayor Pro Tempore of Elizabeth City shall have and exercise all of the powers herein given the Chairperson(s).
- c. In case of the absence or disability of the Vice-Chairperson of the Board of Commissioners or Mayor Pro Tempore of Elizabeth City, the longest-serving Commissioner or City Council Member, or such other person as may be designated by the Board of Commissioners and City Council, shall have and exercise all of the powers herein given to the Chairperson and Mayor.

#### **Section 2. DECLARATION IMPOSING PROHIBITIONS AND RESTRICTIONS**

- a. The Chairperson of the Board of Commissioners of Pasquotank and Camden County and/or the City of Elizabeth City Mayor by proclamation may impose the prohibitions and restrictions specified in Sections 3 through 8 of this Ordinance in the manner described in those sections. The Chairperson(s)/Mayor may impose as many of the Emergency Management specified prohibitions and restrictions as he/she finds are necessary, because of an emergency, to maintain an acceptable level of public order and services; and to protect lives, safety, and property. The Chairperson(s)/Mayor shall recite his/her findings in the proclamation.
- b. The proclamation shall be in writing. The Chairperson(s)/Mayor shall take reasonable steps to give notice of the terms of the proclamation to those affected by it and shall post

a copy of it in the respective County Courthouse and the City of Elizabeth City City Hall. The Chairperson(s)/Mayor shall send reports of the substance of the proclamation to the mass communications media which serves the affected area. The Chairperson(s)/Mayor shall retain a text of the proclamation and furnish upon request certified copies of it.

- c. All prohibitions, restrictions, and amendments imposed by declaration pursuant to ordinances adopted under this section shall take effect in the emergency area immediately upon publication of the declaration, unless the declaration sets a later time. Publication shall include at minimum, posting of a signed copy of the declaration on both of these:
  - a. Websites of the County(s) and/or City
  - b. North Carolina Department of Public Safety WebEOC critical incident management system

### **Section 3. EVACUATION**

The Chairpersons(s) and/or Mayor may direct and compel the voluntary or mandatory evacuation of all or part of the population of the county or city; to prescribe routes, modes of transportation, and destination in connection with evacuation; and to control ingress and egress of a disaster area, the movement of persons within the area and the occupancy of premises therein. Details of the evacuation may be set forth or amended in a subsequent declaration which shall be well publicized and meets requirements of Article 3, section 2c.

### **Section 4. CURFEW**

- a. The declaration may impose a curfew prohibiting in certain areas and during certain periods the appearance in public of anyone who is not a member of an exempted class. The proclamation shall specify the geographical area or areas and the period during each 24-hour day to which the curfew applies.
- b. Unless otherwise specified in the proclamation, the curfew shall apply during the specified period each day until the Chairperson(s) and/or Mayor by declaration removes the curfew.

### **Section 5. RESTRICTION OF ACCESS TO AREAS**

- a. The proclamation may prohibit obtaining access or attempting to obtain access to any area, designated in the manner described in this section, in violation of any order, clearly posted notice, or barricade indicating that access is denied or restricted.
- b. Areas to which access is denied or restricted shall be designated by the Pasquotank or Camden County Sheriff, Elizabeth City Police Chief, his/her subordinates or other law enforcement officers when directed in the proclamation to do so by the Chairperson(s) and/or Mayor. When acting under this authority, the Sheriff(s) and/or Police Chief and his subordinates may restrict or deny access to any area, street, highway or location within the county or city if that restriction or denial of access or use is reasonably necessary to promote efforts being made to overcome the emergency or to prevent further aggravation of the emergency.
- c. During a declared emergency, and within the emergency area, the Sheriff of Pasquotank County, the Sheriff of Camden County, and the Police Chief of Elizabeth City are delegated authority to close streets, roads, highways, bridges, vehicular areas, or other areas ordinarily used for vehicular travel, except to the movement of emergency responders and other persons necessary for recovery from the emergency. When the Sheriff(s) or Police Chief so act, they are to provide prompt notification to the Emergency Operations Center.

### **Section 6. RESTRICTIONS ON ALCOHOLIC BEVERAGES**

The declaration may prohibit the possession or consumption of any alcoholic beverage, including beer, wine, and spirituous liquor, other than on one's own premises. It may prohibit the transfer, transportation, sale, or purchase of any alcoholic beverage within the area of the county or city

described in the declaration. The prohibition, if imposed, may apply to the transfer of alcoholic beverages by employees of alcoholic beverage control stores as well as by anyone else within the geographic area described.

#### **Section 7. RESTRICTIONS ON DANGEROUS WEAPONS AND SUBSTANCES**

The declaration may prohibit or restrict the possession, transportation, sale, purchase, storage, and use of gasoline and any dangerous weapon or substance, except for lawfully possessed firearms and ammunition.

- a. "Dangerous weapon or substance" means:
  1. Any item described as a "Dangerous weapon or substance" as defined in N.C.G.S. §14-288.1.
  2. Any other instrument or substance that is capable of being used to inflict serious bodily injury or destruction of property when the circumstances indicate that there is some probability that such instrument or substance will be so used.
  3. Any part or ingredient in any instrument or substance included above when the circumstances indicate a probability that such a part or ingredient will be so used.
  4. "Firearm" has the same meaning as the term is defined in N.C.G.S. §14-409.39(2).

#### **Section 8. OTHER RESTRICTIONS**

The following activities or conditions may be prohibited or restricted:

1. Movement of people in public places;
2. The operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate;
3. Other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency within the area designated in the proclamation.

#### **Section 9. REMOVAL OF PROHIBITIONS AND RESTRICTIONS**

The Chairpersons and/or Mayor shall by declaration terminate the entire declaration of emergency or remove any of the prohibitions and restrictions when the emergency no longer requires them or when directed to do so by the Board of Commissioners or City Council. Requirements of publication in Article 3, section 2c must also be followed for termination.

#### **Section 10. SUPERSEDING AND AMENDING DECLARATIONS**

The Chairpersons and/or Mayor may, in their discretion, invoke the prohibitions and restrictions authorized by this article in separate declarations and may amend any declaration by means of an amendment to or superseding declaration. Requirements of publication in Article 3, section 2c must be followed for superseding and amending declarations.

#### **Section 11. TERRITORIAL APPLICABILITY**

The Pasquotank-Camden Emergency Management Agency shall perform emergency management, mitigation, preparedness, disaster response, and recovery functions within the territorial limits of both Camden and Pasquotank County to include the City of Elizabeth City, and, in addition, shall conduct such functions outside of such territorial limits as may be required pursuant to the provisions of North Carolina Statutes, mutual aid agreements, and in accordance with State and Pasquotank and Camden County comprehensive emergency management planning.



**Section 12. PENALTY FOR VIOLATION**

Except as provided in Section 7, any person violating any prohibition or restriction imposed by a proclamation authorized by this Ordinance shall be guilty of a Class 3 misdemeanor, punishable upon conviction by a fine not exceeding fifty-dollars (\$50.00) or imprisonment not exceeding 30 days, as provided by N.C.G.S. §14-4.

**Section 13. SEVERABILITY**

Should any provisions of this chapter be declared invalid for any reason by any court of competent jurisdiction, such declaration of invalidity shall not affect the validity of the provisions or of this ordinance as a whole.

**Section 14. ADOPTION**

Adopted and effective this \_\_\_ day of \_\_\_\_\_, 2022.

The motion carried unanimously.

**3. ADOPTION OF GOLF CART ORDINANCE:**

At the last meeting, the Board held a public hearing and voted to approve an amendment to the Golf Cart Ordinance to include Mt. Hermon Village Subdivision. Since upon the first reading all members of the Board must be present and voting in the affirmative in order for a police power ordinance to be approved, the Board could not give final approval to the ordinance amendment because all members were not in attendance.

Motion was made by Charles Jordan, seconded by Sean Lavin to adopt the following Golf Cart Ordinance amendment:

**AN AMENDMENT TO THE ORDINANCE REGULATING  
THE USE OF GOLF CARTS ON PUBLIC STREETS  
BY ADDING THE MT. HERMON VILLAGE SUBDIVISION**

**WHEREAS**, on September 18, 2017, Pasquotank County adopted an ordinance that allowed the use of golf carts on public streets in the Newbegun Land Subdivision; and

**WHEREAS**, Pasquotank County now desires to expand the use of golf carts on public streets to include the Mt. Hermon Village Subdivision.

**NOW, THEREFORE, BE IT ORDAINED** the Pasquotank County Board of Commissioners amends the Ordinance Regulating the Use of Golf Carts on Public Streets as follows:

**Section I. §1.04 – RULES AND REGULATIONS** of the Ordinance Regulating the Use of Golf Carts on Public Streets is amended as follows:

(G) This chapter is intended to apply to the Newbegun Land and Mt. Hermon Village Subdivisions.

**Section II. §2.01 – Adoption**

This ordinance shall be effective upon adoption.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2022.

The motion carried unanimously.

**4. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of October 3, 2022 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

Tax Releases

		County	City
1.	The Village I Inc.	486.50	
2.	Katherine S. Lane	198.08	
3.	Terrence Carpenter	234.67	223.32
4.	Charles Edward & Erma Dance	329.40	
5.	Faye Dinger	527.18	
6.	E. M. Sr. & Marjorie Gregory	917.76	
7.	E. M. Sr. & Marjorie Gregory	635.04	
8.	Edler Adonias Bravo Castanon	545.76	418.32

Tax Refunds

		County	City
1.	D & D Mobile Home Repair & Moving Inc	248.76	
2.	Johnny Lee Garcia & Antonio Pedro Garcia	142.53	136.97
3.	Shirley Willis Leigh	114.79	110.32
4.	John Hoang Le	203.79	208.93
5.	Kevin Phillip McLawhorn	120.01	115.34
6.	Mark Edward McQueen	306.90	307.05
7.	Darryl Shavon Mitchell	133.90	
8.	Felicia Eunice Mitchell	153.58	
9.	Robert Stafford Newell	204.82	
10.	James Clifton Simpson Jr.	206.55	
11.	Benjamin Alexander Stokley	106.00	101.87
12.	Robert Mike Symuleski	218.06	
13.	Beth Bray Tadlock	191.89	184.41
14.	Toby Gene Tate	96.87	108.09
15.	Robert Davis Wilson	146.55	
16.	Gary Allen Winslow	152.54	146.59
17.	Barry Leonard Young	115.82	111.31

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Bessie H. Bartell Life Est.	58-K-59	Vacant
2.	Herbert Dan Coker	P140-100	Vacant
3.	Herbert Dan Coker	P140-102	Vacant
4.	Nancy P. Cressman	P141-49	Vacant
5.	John A. Jr. & Pearlle Dixon	56-A-3A	Vacant
6.	John Jr. & Pearlle J. Dixon	28-D-22	Vacant
7.	John A. Jr. & Pearlle Dixon	30-A-10	Vacant
8.	John A. & Pearlle J. Dixon	56-A-3B-4	Vacant
9.	Charles Jr. & Carolyn J. P. Everett	21-F-10-11A	Vacant
10.	Donnell Godfrey	P95-29	Vacant
11.	James L. & Elnora Griffin	56-F-3	Vacant
12.	George O. Halstead	P95-46	Vacant
13.	Eudora B. Harvey	P122A-70	Vacant
14.	Eudora B. Harvey	26-A-34 & 33	Vacant
15.	Eudora B. Harvey	26-A-49	Vacant
16.	Eudora B. Harvey	26-A-35	Vacant
17.	Eudora B. Harvey	29-D-24	Vacant
18.	Eudora B. Harvey	P122A-68	Vacant
19.	Dildra Lax	26-B-32	Vacant
20.	Dildra Lax	26-B-4	Vacant
21.	Jeanette McMurren Heirs	26-E-10	Vacant
22.	Jeff Overton Jr. Heirs	P67-44	Vacant
23.	George Scott Estate	32-H-3	Vacant
24.	Tabernacle of Faith Church	31-D-24	Vacant
25.	James Leroy Temple`	P109-16	Vacant

26.	Verlin Williams & Donna Walker	P112-9	Vacant
-----	--------------------------------	--------	--------

Solid Waste Fee Refund

		Parcel ID #	Reason for Release
1.	Daren Price	50-F-304 & 2B	Vacant

c. Approval of Late Property Tax Exemption or Exclusion Applications

The Finance Committee has recommended approval of the following Senior Citizen or Disabled Veteran Property Tax Exemption or Exclusion applications:

Applicant	Exclusion	Map #	Excluded Assessment	County Tax	SW ADJ	City Tax	Total Tax
Gerrick L. Bailey & Towanda M. Bailey	DVA	P56-9	45,000	279.00	69.00	265.50	613.50
Edward M. Gregory Jr.	SCE	P140-50	61,750	382.85	69.00		451.85

d. Approval of Budget Amendments

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

Sheriff

Increase	010.0991.4991.00	Fund Balance Appropriated	4,947.00
Increase	010.4310.5440.00	Contracted Services	4,947.00

Schools

Increase	010.0991.4991.00	Fund Balance Appropriated	1,703,299.00
Increase	010.5910.5636.00	Education-Capital Outlay	1,703,299.00

Public Bldgs

Increase	010.0991.4991.00	Fund Balance Appropriated	565,060.00
Increase	010.4190.5500.00	Capital Outlay	565,060.00

e. Approval of GREAT Grant

The Board previously approved a GREAT Grant application that would target 950 homes with the County providing a \$150,000 grant match. After the GREAT grant deadline, the applications were subject to a 20-day challenge process. This was a process by which competitive broadband service providers could challenge the service area proposed in a GREAT grant application. Providers challenged Brightspeed's application, and a total of 530 locations were removed, leaving 420 households and businesses. The North Carolina Department of Information Technology approved a \$2,325,666 grant to deploy broadband services to these locations.

Steve Brewer, Brightspeed Director Government Affairs, has indicated many of the locations that were eliminated were the less expensive to reach, and that they would provide broadband to any of the removed locations along the grant approved route, which would increase the number of households and businesses served. Mr. Brewer agreed to reduce the County's match from \$150,000 to \$90,000. In addition, he indicated that Brightspeed is committed to expanding broadband service in Pasquotank County, as they have a planned build of approximately 10,300 fiber-enabled locations in Pasquotank County using Brightspeed funding. The Finance Committee has recommended approval of the GREAT Grant to serve 420 households and businesses with a County grant match of \$90,000.

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

The following tax releases under \$100 have been approved by the Finance Officer:

		County	City
1.	Richard Alston Jr.		3.89
2.	Richard Alston Jr.		5.33
3.	Richard Alston Jr.		5.11
4.	D&D Mobile Home Repair	37.89	
5.	Michael Coiner	5.12	

6.	Novella C. Johnson	9.30	
7.	Terrance Carpenter	79.36	75.52
8.	Kay W. Weeks	73.44	
9.	Loyce Twiford	15.61	
10.	David R. & Pamela G. Pereza		39.53
11.	Ellen Meads Williams Life Est.	96.72	
12.	Pasquotank County	.27	
13.	Eudora Harvey		36.00
14.	William Muddle		36.00

**5. ADOPTION OF 2023 COMMISSIONER MEETING SCHEDULE:**

The Board considered a proposed schedule of regular County Commissioner meetings for 2023.

Motion was made by Sean Lavin, seconded by Charles Jordan to adopt the following 2023 Commissioner meeting schedule as proposed. The motion carried unanimously.

Month	1st Regular Meeting	2nd Regular Meeting
January	Tuesday, January 17	None
February	Monday, February 6	Monday, February 20
March	Monday, March 6	Monday, March 20
April	Monday, April 3	Monday, April 17
May	Monday, May 1	Monday, May 15
June	Monday, June 5	Monday, June 19
July	None	Monday, July 17
August	Monday, August 7	Monday, August 21
September	None	Monday, September 11
October	Monday, October 2	Monday, October 16
November	Monday, November 6	Monday, November 20
December	Monday, December 4	None

Tentative:

Friday, February 24, 2022 – Annual Board Retreat

**6. APPOINTMENTS TO BOARDS AND COMMITTEES:**

Vice-Chairman Jordan reported that the Appointments Committee met today and has made the following recommendations:

- a) ABC Board – Nominate Allison Evans to fill a vacancy. Since this is a new appointment, it must lay over until the next meeting.
- b) Animal Control Board – Nominate Allison Evans to fill a vacancy. Since this is a new appointment, it must lay over until the next meeting.
- c) East Albemarle Regional Library Board – Nominate Jimmy Payne to fill a vacancy. Since this is a new appointment, it must lay over until the next meeting.

Motion was made by Charles Jordan, seconded by Cecil Perry to accept the recommendations from the Appointments Committee, with the appointments laying over until the next meeting to provide Board members an opportunity to review their applications and to allow for additional applications. The motion carried unanimously.

**7. REPORTS FROM COMMISSIONERS:**

Commissioner Lavin reported that he has had no meetings since the Board last met. He sends his condolences to the family of the young middle school student who passed last week.

Commissioner Perry said his meetings will be coming up this week.

Commissioner Meads attended the Utilities Committee meeting. He reported that NCDOT has replaced the culvert on Halls Creek Road.

Vice-Chairman Jordan reported that the Drainage Committee continues to work on obtaining right-of-way access for the Mill Pond Road Project. They have started performing some of the work. He also attended the Library Board meeting. At the Parks & Recreation Board meeting, they discussed the possibility of a baseball team coming to Elizabeth City. He asked that the County be updated on the process as it moves forward. He attended the Committee of 100 quarterly Luncheon at MACU. Lastly, he participated in the assessment center for two new lieutenant positions at EMS.

Commissioner Perry said he was very disappointed when he read a recent article in the *Daily Advance*. He said he has served on this Board for 20 years, and has never seen the type of politics being played. He feels that Board members should not be Democrat or Republican at this level, and they should be representatives of all the people. He thinks Barry Overman was tremendously mistreated.

Chairman Griffin stated that he has had no meetings since the Board last met. He reminded the Board of the Joint City/County meeting scheduled for November 1<sup>st</sup>.

There being nothing further to come before the Board;

Motion was made by Sean Lavin, seconded by Jonathan Meads to adjourn the meeting. The motion carried and the meeting was adjourned at 6:15 PM.

---

CHAIRMAN

---

CLERK TO THE BOARD