

**Meeting Schedule
Pasquotank County Board of Commissioners
Monday, October 2, 2023
Pasquotank County Courthouse**

3:00 PM – Utilities Committee Meeting – Courtroom C
4:00 PM – Finance Committee Meeting – Courtroom C
6:00 PM – County Commissioners Meeting – Courtroom C

Commissioner Meeting Agenda Summary

1. **6:00 PM – Call to Order in Courtroom C**
2. **Invocation**
3. **Pledge of Allegiance to the American Flag**
4. **Amendments to the Agenda**
5. **Public Hearings/Public Comments:**

A. **Presentation on 4-H Teen Council Participation at the NCACC Annual Conference**
 Daniel Haines, President of the Pasquotank County 4-H Teen Council will present on his recent participation at the North Carolina Association of County Commissioners Annual Conference. Daniel is a 17 year old 4-Her from Pasquotank County. He is the son of Ben and Rachael Haines from Newland, and is a senior at Pasquotank County High School. Daniel has been an active 4-Her for over 12 years; participating in many different project areas from Livestock, Leadership, Citizenship, and Community Service. Daniel served as the Northeast District Secretary Treasurer for 2021-2022.

6. **Old Business**

7. **Consent Agenda:**

A. **Approval of Minutes of September 11, 2023 Commissioner Meeting**

B. **Approval of Tax Releases and Refunds**

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

Tax Releases

	Taxpayer	County	City
1.	United Rentals North America	401.97	382.52
2.	Don S. Williams Sr.	162.44	154.58
3.	Don S. Williams Sr.	163.68	155.76
4.	Don S. Williams Sr.	163.68	155.76
5.	Don S. Williams Sr.	162.44	154.58
6.	Don S. Williams Sr.	163.68	155.76
7.	Don S. Williams Sr.	163.68	155.76
8.	Don S. Williams Sr.	162.44	154.58

9.	Don S. Williams Sr.	162.44	154.58
10.	Fred & Helen Ellinwood	941.32	

Solid Waste Fee Releases

	Owner's Name	Parcel ID#	Reason for Release
1.	Captain Medina Dukes Jones	26-H-6	Vacant
2.	Callister Robinson Etal	37-B-48	Vacant
3.	Callister Robinson Etal	40-A-449	Vacant
4.	Mary O. & John W. Gibson Life Est	P63-62	Vacant
5.	Dorothy T. Mercer	P140-9	Vacant
6.	Shirley B. Griffin	P80-84A	Vacant
7.	John R. Etheridge Heirs	P63-40-1	Vacant
8.	Sam T. Williams Heirs	P77-3	Vacant
9.	Doris Rountree	P119A-8	Vacant
10.	Charles & April Holman	P88-16-64	Vacant
11.	Mary Anderson	P120A-57	Vacant
12.	Vivian Butts Etal	P142-15	Vacant
13.	Sherman D & Jennifer Underwood	P136-26	Vacant
14.	Alton C. Brickhouse	38-B-147	Vacant
15.	Na Tran Jordan	P132A-146	Vacant
16.	Janice & Dennis Dance	P63-44A	Vacant
17.	City of E C	24-B-6	Vacant
18.	Edward Bailey Hollomon & Jo Anne Jezard	P142B-58	Vacant
19.	Mattie Lee Davis	31-C- 2	Vacant
20.	Charlie E. & Blanche Price	32-H-12B	Vacant
21.	Charlie E. Price	P98-3	Vacant
22.	C E & Blanche Price	29-C-24	Vacant
23.	Charlie E. & Blanche Price	55-E-25,26	Vacant
24.	Margery Coulson-Clark	56-F-6	Vacant
25.	Cierra Godfrey	56-D-7	Vacant
26.	Hudson Hinton	50-N-6	Vacant
27.	Mary E. Walker	58-C-115-116	Vacant
28.	Herman Ray Meads Jr.	P58-50	Vacant
29.	Margaret B. Barham	P96-42	Vacant
30.	Linda Bridgeman Etal	P6-26	Vacant
31.	Melba Bridgeman	P7-16	Vacant
32.	Nolan M. Bundy	P6-5	Vacant
33.	Nolan M. Bundy	P7-17	Vacant
34.	Donald R. Damron	P139-96	Vacant
35.	Genevia Kellogg Etal	P95-24	Vacant
36.	Jacqueline D. Hill	55-A-15	Vacant
37.	Jacqueline D. Hill	P9-8	Vacant
38.	Bobbie Moore & Miles Harris	P120-193	Vacant
39.	Bobbie G. Moore	76-H-14A	Vacant
40.	Ronald Wayne & Kay W. Weeks	P111-22	Vacant

Solid Waste Fee Refund

	Owner's Name	Parcel ID#	Reason for Release
1.	Vernon Sylvester Etal	P122A-233	Vacant

C. Approval of Budget Amendments

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

Landfill/Transfer Station			
Increase	065.0991.4991.00	Fund Balance Appropriated	156,923.00
Increase	065.7430.5500.00	Capital Outlay	156,923.00

D. Approval of Additional Holiday Closing Days for The Pasquotank County Library

The Finance Committee has recommended approval to close the Pasquotank County Library on Saturdays when the County has a Friday or Monday holiday.

E. Approval of Certification Pay for Animal Control Officers

In North Carolina, euthanasia at shelters can only be performed by a Veterinarian or a Certified Euthanasia Technician (CET). To become a CET, a person must complete an application, pass a background check, receive training from a certified instructor, pass a written test, pass a practical examination, and work at a shelter. One of the recommendations from the Animal Services Study was to have CET certified Animal Control Officers augment the SPCA shelter staff CETs, thereby lowering the cost of euthanizing seriously injured animals after Shelter operating hours or other times when shelter staff CETs are unavailable. The Finance Committee has recommended approval of a 10% certification pay while Animal Control Officers maintain their CET certifications, which also requires the Officers to work in a part-time capacity for the Animal Shelter. The certification pay will be retroactive to when the officers became certified.

F. Proposal for United Way Drawing

The County will soon begin its 2023 United Way Campaign. During previous campaigns, as an incentive for employees to contribute to the United Way, the Board agreed to grant eight hours of vacation time to one employee whose name was drawn from the names of all employees who contributed a minimum of \$48 to the United Way. It is being requested that the Board approve this incentive again for 2023. Last year, employees contributed a total of \$12,219 to the United Way. Staff recommends approval of the proposal.

8. New Business:

A. Recommendations by the Appointments Committee

9. County Manager's Reports

10. County Attorney's Reports

11. Internal and External Committee Reports and Proposals

12. Adjournment