

**PASQUOTANK COUNTY, NORTH CAROLINA
NOVEMBER 6, 2017**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, November 6, 2017 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Cecil Perry, Chairman
Dr. William R. Sterritt, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
Joseph S. Winslow, Jr.
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 by Chairman Cecil Perry. Commissioner Lloyd Griffin gave the invocation and River Road Middle School 8th Grader Jeremy Winslow led in the Pledge of Allegiance to the American Flag. Jeremy introduced himself to the Board and thanked them for the opportunity. Chairman Perry thanked Jeremy for leading the pledge and welcomed everyone present.

River Road Middle School Principal Adrian Fonville thanked the Board for the privilege of allowing Jeremy to lead in the Pledge of the Allegiance and said it makes him proud to have RRMS represented this evening.

1. AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. Finance Committee Chairman Bill Sterritt recommended that the agenda be amended to add the following items recommended by the Finance Committee today to Consent Agenda: 1) Approval to begin construction of the pad for expanding the C&D hill at the Pasquotank County Landfill; 2) Approval to create new Water Department Maintenance Supervisor position and make appointment to the position; 3) Approval to fill Senior Water Plant Operator position; 4) Approval to fill vacant Chief Water Plant Operator position; 5) Approval to reclassify Deputy Finance Officer position; and 6) Approval of contract with City of Elizabeth City for Fire Protection. It was also recommended that two items be added to New Business: 1) Approval to purchase Mack truck from Tidewater Mack, Inc.; and 2) Approval of recommendations from Appointments Committee.

Motion was made by Jeff Dixon, seconded by Joe Winslow to approve the amendments to the agenda as recommended. The motion carried unanimously.

2. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of October 16, 2017 commissioner meetings

b. Approval of Tax Releases and Refunds

The Finance Committee has recommended approval of the following tax releases:

Tax Refunds

		County	City
1.	Joseph Kevin Perry	690.39	
2.	Roosevelt Walker	182.07	
3.	Roosevelt Walker	218.88	
4.	Roosevelt Walker	218.88	
5.	Roosevelt Walker	218.88	

Solid Waste Fee Release

		Parcel ID#	Reason for Release
1.	W. D. & Phyllis Looney	P141-134	Vacant
2.	Georgia Morgan	28-C-6	Vacant
3.	Joyce Connie Surbaugh	11-E-71	Vacant
4.	Wm. Henry Weatherly III	24-B-52	Vacant

c. Adoption of Resolution Supporting the Federal Historic Preservation Tax Credit

The Finance Committee has recommended adoption of the following resolution which supports the continued availability of Federal Tax Credits as a tool to spur economic development in our Historic District and throughout Elizabeth City and Pasquotank and urges Congress to include the Tax Credits in the proposed FY 2017/18 Federal Budget:

Resolution Supporting the Federal Historic Preservation Tax Credit Program

WHEREAS, the federal Historic Tax Credit has proven to be one of the most reliable job generators nationally, creating more than 2.4 million jobs, rehabilitating more than 42,000 buildings, and leveraging \$131.8 billion in private investment; and

WHEREAS, Historic Tax Credit projects have had 99% success rate, much higher than the real estate market as a whole, and serve as a catalyst for additional real estate investment in nearby properties that spur an area-wide revitalization cycle; and

WHEREAS, the federal Historic Tax Credits program leverages four private dollars for every dollar of federal support, generating \$29.8 billion in federal tax revenues compared to \$28.2 billion in credits allocated, more than paying for itself; and

WHEREAS, in North Carolina federal Historic Tax Credits also leverage state dollars via North Carolina’s Historic Tax Credit; and

WHEREAS, the City of Elizabeth City/Pasquotank County alone currently has more than \$17 million of Historic Tax Credit rehabilitation projects in the pipeline, projected to create more than 100 jobs; and

WHEREAS, these projects that would not be economically viable without the federal Historic Tax Credit;

NOW, THEREFORE, BE IT RESOLVED that the Pasquotank County Board of Commissioners does hereby support the continued availability of federal Historic Tax Credits as a tool to spur economic development in our Historic District and throughout Elizabeth City and Pasquotank County; and urges Congress to include the Tax Credits in the proposed FY 2017/18 Federal Budget; and

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to our Federal Legislative Delegation and other partners related to related to historic preservation projects.

Adopted this 6th Day of November, 2017:

d. Adoption of Resolution Approving Lease with Eastern Shore Communications of North Carolina, LLC

The Finance Committee has recommended approval of the following resolution approving the lease with Eastern Shore Communications of North Carolina, Inc.:

**RESOLUTION APPROVING LEASE WITH
EASTERN SHORE COMMUNICATIONS
OF NORTH CAROLINA, LLC**

WHEREAS, Pasquotank County owns a water tower located in the Pasquotank County Commerce Park on Commerce Drive; and

WHEREAS, Eastern Shore Communications of North Carolina, LLC wishes to install, maintain, operate and remove radio communications equipment and appurtenances on said 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 Eastern Shore Communications of North Carolina, LLC have agreed to enter into a lease for a term of five (5) years, (with the right to extend the lease for four (4)

additional terms of five (5) years) commencing upon the earlier date of Commencement of Installation of Equipment on the Water Tower(s) or ninety (90) days from the date of full execution of the lease; and

WHEREAS, the rent for the lease for the first 24 months shall be \$302.40 per month. Beginning the 25th month of the lease and thereafter Eastern Shore Communications of North Carolina, LLC shall pay County ten percent (10%) of their gross receipts derived from any revenue received from Subscribers for any Services, net of refunds, rebates, or discounts made to Subscribers; and

WHEREAS, NCGS 160A-272 authorizes the County to enter into leases for siting and operation of a tower for communication purposes up to twenty five (25) years upon 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 lease of County property described above to Eastern Shore Communications of North Carolina, LLC for five (5) years (with the option to extend for four (4) five (5) year terms) on terms as described hereinabove and directs the chairman to execute any instruments necessary to secure the lease.

ADOPTED this 6th day of November, 2017.

e. Approval to Move Forward with Construction of Pad at Landfill

The Finance Committee has recommended proceeding with construction of the pad for expanding the C&D hill at the landfill. Pat McDowell, Engineer explained that the permit from the state should be issued in mid-December and at this time there have been no public comments. The Solid Waste/Landfill Committee voted unanimously to move forward with construction.

f. Approval to Create New Water Department Maintenance Supervisor Position and Hire Individual Above the Hiring Rate

The Pasquotank County Water Committee has recommended reorganization of Water Department staff. The former Assistant Water Superintendent did an outstanding job in overseeing all operations of the water plants, sanitary sewer spray system, installation and repair of water mains/meters, oversight/management of outside personnel, and preparation and submission of test results for Division of Water Quality. The Water Committee concurred that these duties should be reorganized.

The Water Committee recommended a new position classification "Maintenance Supervisor". Fortunately, the Water Department has an individual on staff that currently is a position Plant Operator that is qualified for the Maintenance Supervisor position and has been fulfilling those duties since the retirement of the former Assistant Water Superintendent. Water Superintendent David Smithson has recommended that David Chesson be promoted to the new position of Maintenance Supervisor at Grade 20, Step 9 - \$45,462.

g. Approval to Hire Senior Water Plant Operator above the Hiring Rate

The Senior Plant Operator position directly under the Chief Water Plant Operator has been vacant for some time. The Senior Plant Operator will continue to serve as a Water Plant Operator with the additional responsibility of being the Operator-In-Charge of the R.O. Plant. The Former Assistant Water Superintendent previously served as the Operator-In-Charge. Charles Lewis, currently a Water Plant Operator has been fulfilling these duties since the retirement of the former Assistant Water Superintendent. Water Superintendent David Smithson has recommended that Charles Lewis be promoted to the position of Senior Water Plant Operator, Grade 15, Step 10 - \$38,023.

h. Approval to Hire Chief Water Plant Operator above the Hiring Rate

The Finance Committee has recommended approval to upgrade the Chief Water Plant Operator position from Grade 20 to Grade 21 and hire a Chief Water Plant Operator at Grade 21, Step 10 -

\$47,822 due to his prior experience. The position will be filled upon appointee informing his current employer of his resignation and a starting date being confirmed.

i. Approval to Upgrade Deputy Finance Officer Pay Grade Classification

The Finance Committee has recommended that the Board upgrade the grade classification for the Deputy Finance Officer position from Grade 20 to Grade 25.

j. Approval of Fire Protection Contract with the City of Elizabeth City

The Finance Committee has recommended approval of a contract with the City of Elizabeth City for fire protection services to residents and businesses of the county located in the Central Fire District. The contract will be for a three year period beginning July 1, 2018 and ending June 30, 2021. The first year's premium is \$421,833, second year premium is \$434,488, and the third year premium is \$447,523. Premium increases are 3% annually.

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

3. ADOPTION OF RESOLUTION SUPPORTING ROUTING OF FUTURE INTERSTATE HIGHWAY 87 ALONG US 17:

Commissioner Dixon stated that the City of Elizabeth City and the Elizabeth City/Pasquotank Economic Development Commission have adopted similar resolution.

Motion was made by Jeff Dixon, seconded by Joe Winslow to adopt the following resolution supporting the routing of future Interstate Highway 87 along US 17 as originally authorized by Congress. The motion carried.

Resolution Supporting the Routing of Future Interstate Highway 87
Along US Highway 17 As Originally Authorized By Congress

WHEREAS, Pasquotank County recognizes the significant role that transportation plays in the economic well-being of a community; and

WHEREAS, proximity to an Interstate Highway in particular plays a major role in the relocation and expansion decisions of manufacturers, distributors and other high wage employers; and

WHEREAS, Congress' recent designation of US Highway 17 as the future Interstate Highway 87 may well be Pasquotank County's most economically significant transportation project since the construction of the Dismal Swamp Canal; and

WHEREAS, the Interstate Highway 87 route authorized by Congress is further enhanced by the economic opportunities created by Pasquotank County's recent inclusion in the Port of Virginia's Foreign Trade Zone; and

WHEREAS, the primary transportation objective of constructing Interstate Highway 87 is to provide the most efficient transportation corridor possible between the metropolitan areas of Norfolk and Raleigh; and

WHEREAS, Segment 10 A, described as an alternative route to Segment 10, appeared October 26 on the North Carolina Department of Transportation's Interstate Highway 87 project update on the Department Web site; and

WHEREAS Segment 10 A appeared on this project update without the proper review by the District 1 Rural Planning Organization, and

WHEREAS, adoption of this alternative route would require Congressional action, delaying the project by at least a year and possibly longer, and

WHEREAS, Segment 10 A would add six miles to the more direct route down US 17 as authorized by Congress; and

WHEREAS, Segment 10 A would further route motorists through significantly more local traffic congestion than the route authorized by Congress; and

WHEREAS, the cost of right-of-way along this more congested route would significantly raise the project's cost; and

WHEREAS, substituting six additional miles of new construction through swampy terrain rather than simply upgrading an existing four-lane highway as authorized by Congress would also significantly raise the project's construction costs;

NOW, THEREFORE BE IT RESOLVED that the Pasquotank County Board of Commissioners strongly objects to the inclusion of Segment 10 A in the North Carolina Department of Transportation feasibility study for Interstate Highway 87 and supports moving ahead with the route along US Highway 17 as authorized by Congress.

Dated this 6th day of November, 2017.

Commissioner Winslow asked that surrounding counties be asked to adopt similar resolutions.

4. APPROVAL OF SOLE SOURCE PURCHASE OF A MACK TRUCK FOR THE SOLID WASTE DEPARTMENT:

County Manager Bunch explained that the Finance Committee previously authorized staff to solicit bids using Sole Source Purchase for the purchase of a 2018 Mack Truck. The Solid Waste Director solicited bids from seven dealerships within a 250 mile radius of Elizabeth City and received the following three bids:

Bidder	Proposal
TranSource 1341 South Wesleyan Blvd. Rocky Mount, NC 27803	\$113,050
Tidewater Mack Inc. 301 Bulldog Road Chesapeake, VA 23320	\$112,847
Triple T Parks & Equipment 104 Daisy Scott Road Rocky Point/Wilmington, NC 28457	\$111,100

Motion was made by Jeff Dixon, seconded by Joe Winslow to approve the sole source purchase of a Mack transfer truck for the Solid Waste Department from Tidewater Mack, Inc. at \$112,847.

The Finance Committee has recommended that the Solid Waste Department purchase the Mack Truck from Tidewater Mack Inc. in the amount of \$112,847. The Finance Committee acknowledges that the bid by Tidewater Mack Inc. is \$1,747 more than the low bid but Pasquotank County has purchased Mack Trucks over the years from Tidewater Mack Inc. and received excellent service.

Commissioner Meads does not feel the Board should pay \$1,700 more than the lowest bidder, when there are local shops that can perform repairs, warranty work, and maintenance.

The motion carried by a six to one vote with Commissioner Meads voting against the motion.

5. APPOINTMENTS TO BOARDS AND COMMITTEES:

Commissioner Bettie Parker reported that the Appointments Committee met today and has made the following recommendations:

Board of Zoning Adjustment – Reappoint Sean Lavin, Elwood F. Harrell, Maurice Berry, Jr., Glover Shannon, and Johnny L. Houston to additional three-year terms.

Jury Commission – Reappoint Lee T. Jones to additional two-year term.

Motion was made by Bettie Parker, seconded by Jeff Dixon to accept the recommendations from the Appointments Committee to approve the reappointments as presented. The motion carried unanimously.

6. REPORTS FROM THE COUNTY MANAGER:

County Manager Rodney Bunch provided the following report:

David Williams, NC Division of Soil & Water Conservation Deputy Director recently informed Dwane Hinson that Pasquotank County SWCD has been allocated an additional \$179,490 to conduct vegetative debris removal and stream restoration work in Pasquotank County. Attached is a revised scope of work for the multiple projects totaling \$179,490. The County will be required to provide funding in the amount of \$250 per project for a total of \$2,750. Funding for the County's share will be paid from the contracted services line item in the Soil & Water Conservation budget. Thank you to Mark Powell and Dwane Hinson for submitting the funding request for these projects.

Old Health Department Building on Cedar Street – Kevin Larsen, MACU Vice President of Academic Affairs notified me that after extensive investigation by two different contractors that the MACU Board of Trustees has agreed that the old health department building is not a good option for the university to purchase for construction of science laboratories.

Commissioner Dixon requested that staff thank all supporting agencies that responded to assist Pasquotank County during the recent attempted prison break. Sheriff Cartwright informed me during the week of October 23 that he would personally be sending thank you notes.

Emergency Medical Service Response – attached are graphics to show EMS responses for the period of 2012 – 2017 for Pasquotank County, Camden County and Sentara Albemarle Medical Center. Note in the total EMS calls per year graphic that calls have increased from approximately 8,000 in 2012 to almost 12,000 in the first 10 months of 2017.

Larry Cartner, ECPC Public Schools Superintendent contacted me to schedule a joint meeting of the County Commissioners and the Board of Education. Please note on your calendar that our joint meeting is planned for Tuesday, January 9, 2018 at 5:30 p.m.

Sharnese Ransom, Executive Director of the NC Association of County Director of Social Services recently provided Melissa Stokely, Pasquotank County DSS Director a copy of the report submitted to the General Assembly by the Department of Health & Human Services. The report identified only three counties that met the annual timely processing reports for NCFast all 12 months for FY 2017. The three counties included Cherokee, Pasquotank and Stokes. Ms. Stokely wanted me to express that Pasquotank County DSS could not have achieved the level of success without the Board's support.

Sale of Surplus Items – the following items were recently sold on govdeals.com:

Description	Buyer		
(33) 55 Gallon Drums	Barry Overman	Elizabeth City, NC	\$76.00
1994 Ford F-150	Demonte Russell	Jonesboro, GA	\$1,505.00
1997 Ford Econoline E350 Super	Rostik Pilip	Camp Hill, PA	\$5,310.00
			\$6,891.00

Commissioner Dixon said he would like to see the old health department property listed for sale. He voiced concerns with the Elizabeth City Pasquotank County School system possibly cutting out after school busing services to Girls Inc., the Boys Club, and the YMCA. He said this is a partnership that has been going on for thirty five years. He stated that the Boys and Girls Club has 187 kids and it is estimated that over 50 of these kids would not come to the clubs if they did not get bused there from a school system. He noted that many of these children would be going to homes where there are no parents, because both parents work. He asked that this item be added to the next agenda for discussion.

7. REPORTS FROM COMMISSIONERS:

Commissioner Winslow said he is very proud of DSS staff and their achievements with NCFast.

Commissioner Meads stated that he would like to see any county property that is not being utilized put on the market. Maintenance fees for these properties can be very expensive.

Commissioner Parker provided a short presentation before the River Road Middle School student body regarding “Bullying” and “Drugs and Alcohol” use in conjunction with Red Ribbon Week on October 27th. She attended the City Council Meeting on October 30th. On October 31st, she joined other elected officials and local citizens at the Culpepper Inn to help pass out candy treats to hundreds of children who participated in the annual “Main Street” Halloween Trick or Treat event. Lastly, on November 1st she attended a session of the NC Military Affairs Commission.

Commissioner Griffin reported that the Albemarle Commission had an RPO meeting last week and discussed concerns about I-87. The Airport Authority will be holding a strategic planning meeting in the near future.

Vice-Chairman Sterritt attended the Grand Opening of the new adult care center in Elizabeth City. He reminded the Board of the Witherspoon Harris Award Ceremony on November 15th at Montero’s Restaurant, as well as the Annual DSS Breakfast on November 14th. He encouraged his fellow Board members to pick a star from the “giving tree” and help make an individual’s Christmas who might not receive gifts otherwise. He thanked Jon Hawley for an article he wrote in the *Daily Advance* on NCFast. He said shortly after the article six individuals came from Raleigh to talk with DSS employees about problems they were experiencing and as a result a lot of problems were resolved.

Chairman Perry attended the Solid Waste/Landfill Committee meeting. He informed the Board that the Democratic Chairperson is responsible for nominating a replacement for Commissioner Parker. The Board of Commissioners will vote on the nomination. He said he cannot over emphasize how much the Board has enjoyed having Commissioner Parker on the Board and what a great asset she has been to the organization. He hopes the Board will attend the City Council Inauguration Ceremony to see Commissioner Parker receive her oath of office and begin her service as Mayor of the City of Elizabeth City.

Commissioner Winslow stated that we lost another employee of our prison system this week, making a total of four employees. He said we need to remember them and their families, as well as the families of those who lost their lives or were injured in a church in Texas this week.

There being no further business;

Motion was made by Jeff Dixon, seconded by Joe Winslow to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:48 PM.

CHAIRMAN

CLERK TO THE BOARD