

**Meeting Schedule
Pasquotank County Board of Commissioners
Monday, November 19, 2018**

4:00 PM - Finance Committee Meeting in Library Community Room

7:00 PM - County Commissioners Meeting in Pasquotank County Courthouse

Commissioner Meeting Agenda Summary

1. 7:00 PM – Call to Order in Courtroom C

2. Invocation

3. Pledge of Allegiance to the American Flag

4. Amendments to the Agenda

5. Public Comments/Public Hearings:

A. Public Hearing on Zoning Text Amendment - ZTA 18-02

Zoning Text Amendment request to amend Article 9, Section 9.04 Solar Farms within the Pasquotank County Zoning Ordinance. The proposed ordinance changes include establishing a maximum size of 250 acres for solar farms, requiring a 1 mile separation between projects, and creating a ½ mile setback from Highway 17/Future I-87 and Halstead Boulevard Extended. The Planning Board reviewed this request on November 7, 2018 and recommended approval of the ½ mile setback from Highway 17/Future I-87 and Halstead Boulevard Extended. The Planning Board also recommended denial of the 250 acre maximum size limit and 1 mile separation between projects.

6. Old Business:

A. Approval of Appointments to Boards and Committees

At the last meeting, the Appointments Committee recommended the appointments of Diane Stoll, Carol Mizelle, and Johnnie Johnson to the Pasquotank Joint Community Advisory Committee and Dimples Armstrong and Dr. Travis Burke to the Personnel Appeals Committee. Copies of their applications were provided to Board members. The Board can give final approval to the appointments or can nominate other individuals to fill the vacancies.

7. Consent Agenda:

A. Approval of Minutes of November 5, 2018 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.	Timothy S. & Susan B. Witwer	498.19	
2.	Perez & Perez, LLC	849.31	850.08

Tax Refunds

1.	Donald Ray & Lawanda C. Daniels		117.04
2.	Darrell Mitchell 2017	392.70	
3.	Darrell Mitchell 2016	387.60	
4.	Robert & Linda Stone		91.05
5.	Orval & Ila Walker	1,114.19	
6.	John & Mui Chin		482.74

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Dean Robin Brooks	58-G-15	Vacant
2.	Pleasant Banks Flower Lf. Est.	P112-90	Vacant
3.	Louis F. III & Michelle V. Sablon	36-D-6	Vacant
4.	Eugene K. Spellman Heirs	P62-18	Vacant
5.	Florence Thatch	50-N-12	Uninhabitable
6.	Florence Thatch	50-F-304 & 2B	Vacant
7.	Judy White	P110-53B	Vacant

C. Approval of Budget Amendment:

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

Reverse Osmosis Plant

Increase	063.0550.4839.00	Miscellaneous Revenue	78,250.00
Increase	063.7135.5357.00	Maintenance-Lines	78,250.00

D. Approval of Contract for Installation of Discharge Line Relocation

The Finance Committee has recommended approval of a contract with Enviro-Tech in the amount of \$78,250 to direction bore a 12" waterline so that NCDOT can replace a culvert at the intersection of Dryridge Road and Double Bridge Road. NCDOT will reimburse the County for the full amount after the project is complete.

E. Pasquotank County Northern Park

The Finance Committee has recommended staff continue the search for a site for the Northern Park to coincide with the submission of a North Carolina Parks and Recreation Trust Fund (PARTF) grant due May 1, 2019 and to reserve \$150,000 as the required dollar-for-dollar match funds toward the grant submittal

comprised of \$14,000 from County Park funds and \$136,000 from Capital Reserve Funds.

F. Former Elizabeth City Middle School Gymnasium

The Finance Committee has recommended authorization to develop a Request for Qualifications to obtain Architectural and Engineering Design Services for the façade improvements at the former ECMS, with the cost to be split equally with the City of Elizabeth City.

8. **New Business:**
9. **County Manager's Reports**
10. **Internal and External Committee Reports and Proposals**
11. **County Attorney's Reports**
12. **Adjournment**