

**PASQUOTANK COUNTY, NORTH CAROLINA  
NOVEMBER 20, 2017**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, November 20, 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 Vice-Chairman Sterritt led in the Pledge of Allegiance to the American Flag.

**1. AMENDMENTS TO THE AGENDA:**

Chairman Perry asked if there were any amendments to the agenda. Finance Committee Chairman Bill Sterritt recommended the agenda be amended to add the following items recommended by the Finance Committee today to Consent Agenda: 1) Approval for repairs to Edgewood Shopping Center Parking Lot; 2) Approval for repairs to Courthouse Parking Lot; and 3) Approval to direct Special Projects Committee to develop dilapidated housing standards.

Motion was made by Bill Sterritt, seconded by Lloyd Griffin to approve the amendments to the agenda as recommended. The motion carried unanimously.

**2. CONSIDERATION OF APPROPRIATION FOR SENIOR LEGISLATURE DELEGATES TRAVEL EXPENSES:**

County Manager Bunch stated that last year the Board approved an appropriation of \$600 to cover travel expenses for two Senior Legislature delegates to attend conferences. He said the appropriation is included in the FY 17-18 budget.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to appropriate up to \$600 in travel expenses for Senior Legislature delegates to attend conferences. The motion carried unanimously.

**3. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of November 6, 2017 commissioner meetings

b. Approval of Tax Releases and Refunds

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

**Solid Waste Fee Releases**

|    |                                 | Parcel ID # | Reason for release |
|----|---------------------------------|-------------|--------------------|
| 1. | George Alton Bailey             | P59-4       | Vacant             |
| 2. | Kevin L. Cartwright             | P36-8       | Vacant             |
| 3. | James Fagans                    | 50-B-8      | Vacant             |
| 4. | Toxie Lee & Maggie Diane Gallop | P80-45A     | Vacant             |
| 5. | Monsees Masonry Inc.            | 12-C-1      | Vacant             |
| 6. | Daniel Serik                    | P132A-135   | Vacant             |
| 7. | Alexander Jr. & Helen Sutton    | P63-7       | Vacant             |

c. Approval of Late Property Tax Exemption/Exclusion Application

The Finance Committee has recommended approval of a late application for Disabled Veterans Exclusion by Timothy Daile Pridgen in the amount of \$710.25.

d. Approval of Family Subdivision Request FS 17-11 by Louise White Wilson

Staff recommends approval of Family Subdivision Request FS 17-11 by Louise White Wilson. Ms. Wilson is requesting to create a 1.285 acre gift lot for her daughter, Michelle Wilson Munden, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 161.70' feet of road frontage is provided to the parcel off of Dryridge Road. A birth certificate has been provided as documentation that the plat qualifies as a family subdivision. There are two existing houses and two septic systems on the tract of land that is proposed to be divided. This subdivision will separate the houses and septic systems onto individual lots. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

e. Approval for Repairs to Edgewood Shopping Center Parking Lot

The Finance Committee has recommended approval to make repairs to the Edgewood Shopping Center Parking lot that include milling and patching existing asphalt, overlay with 2" asphalt, seal patched areas, and restriping the lot in an amount not to exceed \$38,480.

f. Approval of Repairs to Courthouse Parking Lot

The Finance Committee has recommended approval to seal coat and restripe the parking lot in front of the courthouse in an amount not to exceed \$3,125.

g. Approval to Direct Special Projects Committee to Develop Dilapidated Housing Standards

The Finance Committee has requested that the Special Projects Committee develop a county-wide ordinance for demolishing and removal of dilapidated residential structures and for mowing overgrown grass on residential lots.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to approve the Consent Agenda as amended. The motion carried unanimously.

The following tax releases have been approved by the Finance Officer:

|     |   | County | City  |
|-----|---|--------|-------|
| 1.  | Donald H. & Nancy B. Carter             | 86.24  | 73.36 |
| 2.  | Donald H. & Nancy B. Carter             | 83.93  | 71.40 |
| 3.  | Water Street Properties                 | 18.48  | 53.76 |
| 4.  | Morris L. & Shirley A. Young            | 6.93   |       |
| 5.  | Roy E. & Terry C. Brinn                 | 66.22  |       |
| 6.  | Fitness Warehouse of Elizabeth City LLC | 43.00  | 36.58 |
| 7.  | Bancof America Lsng & Cap LLC           | 16.79  | 14.28 |
| 8.  | GW Services LLC                         | 15.79  | 13.43 |
| 9.  | Richard E. & Judith Wilson              | 5.89   | 5.01  |
| 10. | Walter Jason Weaver                     | 3.81   |       |
| 11. | James Perry                             | 30.33  |       |
| 12. | Stanford & Maryanne Basnight            | 3.30   |       |
| 13. | Otto Miller                             | 5.76   |       |
| 14. | John H. Siemins                         | .01    |       |

**4. CONSIDERATION OF INTER-LOCAL AGREEMNT FOR SHARED LEGAL FEES – NCDC BUILDING:**

County Manager Bunch stated that the Finance Committee previously agreed to the terms defined in the agreement. Camden County, Pasquotank County, and Trillium Mental Health agreed to share equally (1/3 each) in litigation cost in a civil action against NCDC, United States Internal Revenue Service, NC Department of Revenue, NC Department of Commerce and Southern Bank. Camden County, Pasquotank County and Trillium Mental Health prevailed in establishing title to the property referred to as the NCDC Building. Prior to commencing litigation, the parties agreed to share equally in the cost of the litigation and agreed to hire the

Camden County Attorney to represent the parties. Pasquotank County's share of litigation fees to date is \$4,650. Staff has reviewed the agreement and recommends approval.

Motion was made by Joe Winslow, seconded by Bettie Parker to approve the inter-local agreement between Pasquotank County, Camden County, and Trillium Mental Health for shared legal fees for the NCCS Building. The motion carried unanimously.

#### **5. REPORTS FROM THE COUNTY MANAGER:**

County Manager Rodney Bunch provided the following report:

The Resolution Supporting the Routing of Future Interstate Highway 87 Along US Highway 17 As Originally Authorized By Congress adopted by the Board on November 6, 2017 was sent to Shane York, NCDOT Feasibility Study Engineer, Representative Howard Hunter, Representative Bob Steinburg, Senator Bill Cook, US House of Representative G.K. Butterfield, and US House of Representative Walter Jones. Ms. Scott also sent the resolution to surrounding county Clerk to the Boards requesting their Boards consider adopting a similar resolution.

During the November 6, 2017 meeting Commissioner Meads expressed that he had learned that Skills Inc. may be facing funding reductions that would result in program cuts. Ms. Scott contacted Theo Bohn, Executive Director at Skills Inc. about Commissioner Mead's concerns. Ms. Bohn responded that no decisions have been made at this time. She said would contact us should she receive more definitive information that would result in program cuts.

The Board approved funding for realignment of the walking trail around the lake at Fun Junktion this past June. The existing trail had settled in one location where it was constructed over a closed C&D hill. The trail has been relocated in that area to go around the closed C&D hill. I received a letter from Brendan Adams, Grants Administrator for NC Division of Parks and Recreation informing us that the improvements have been inspected and approved.

Janice Browne, Recycling Coordinator has submitted a grant application for scrap tire disposal in the amount of \$34,856 to NCDENR. We have disposed of 628 tons of scrap tires over the 6 month period at a cost of \$61,343. We received \$26,487 from tire distributions.

Lynn Scott, Randy Cartwright, Kathy Cartwright and I attended the Albemarle Commission's Annual Banquet at the Currituck County Cooperative Extension Center November 16<sup>th</sup>. A video presentation was shown on programs administered by the Commission with clients of each program speaking on how they have/are benefiting from services provided. Several awards were given to individuals throughout the ten county area that support or participate in programs. Sheriff Cartwright received an award for outstanding elected official of the year.

#### **6. REPORTS FROM COMMISSIONERS:**

Commissioner Meads attended the SPCA Advisory Board meeting. He reported that they have had some trouble with meeting their financial obligation in the past, but they now have a small fund balance.

Commissioner Dixon regretted that he was unavailable to attend the recent DSS Thanksgiving Breakfast. He did attend the Thanksgiving Luncheon hosted by the Library and commended staff on the wonderful food they prepared.

Vice-Chairman Sterritt attended the Farm City Week Banquet. He said Horace Pritchard, a local farmer who tends land around the windmills, was featured at the event. He said he is still disgruntled that the Parks and Recreation Department do not include the County in events. He noted that he has voiced his concerns to the new director, but he has not seen any action yet. Lastly, he attended the Witherspoon Harris Ceremony honoring Julie Robinson on July 15<sup>th</sup>. He asked the Board for their help in recruiting people for the Community Relations Commission. He noted that five individuals put the Witherspoon Harris event together this year and there are supposed to be fifteen members on the committee.

Chairman Perry attended the Witherspoon Harris Ceremony. He also attended a COA Foundation Event held at the former Pine's golf course.

Commissioner Parker attended the Witherspoon Harris Awards and noted that it was well put together and executed. She said the recipient was well deserving of the award. On November 7<sup>th</sup>, she attended the ECSU Community Town Hall. On November 11<sup>th</sup>, she gave a short speech at the waterfront in recognition of Veteran's Day. On November 13<sup>th</sup>, she attend the City Council meeting and lastly, on November 9<sup>th</sup> she attended a community gathering sponsored by Interfaith Community Outreach.

There being no further business;

Motion was made by Jeff Dixon, seconded by Frankie Meads to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:27 PM.

---

CHAIRMAN

---

CLERK TO THE BOARD