

**Meeting Schedule
Pasquotank County Board of Commissioners
Monday, November 7, 2022
Pasquotank County Courthouse**

3:00 PM – Building & Grounds Committee – 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 Comments/Public Hearings:**
 - A. TDA Update
Corrina Ruffieux will provide an update on current and upcoming projects in Pasquotank County.
6. **Old Business:**
 - A. Appointments to Boards and Committees
At the last meeting, the Appointments Committee recommended the following appointments to boards and committees: 1) Allison Evans to the ABC Board; 2) Allison Evans to the Animal Control Board; and 3) Jimmy Payne to the East Albemarle Regional Library Board. Copies of their applications have been provided to Board members and the Board can give final approval to these appointments or can nominate other individuals to fill the vacancies.
7. **Consent Agenda:**
 - A. Approval of Minutes of October 17, 2022 Commissioner Meeting
 - B. Approval of Tax Releases and Refunds
The Finance Committee has recommended approval of the following tax releases and tax refunds:

Tax Releases

		County	City
1.	Shawn M. & Belinda D. Pepple	207.08	
2.	Beverly P. Cote	239.81	162.55

Tax Refunds

		County	City
1.	Tonya Michelle Boone	348.00	
2.	Elginn Kyle Britt	348.00	
3.	Calvert Brookins Bryant	348.00	
4.	Brian Edmond Dalton	247.01	237.39
5.	Cynthia Nicole Drake	348.00	
6.	Allen J. Merico	351.10	268.45
7.	Robert Eugene Nolde	348.00	
8.	Timothy Dwight Pope	348.00	
9.	Letreya A. Nguyen	348.00	265.50
10.	Grant Victor Smith III	356.34	339.10
11.	W C Trucking LLC & Wallace Christopher Phillips Jr.	140.77	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Gina W. & Richard C. Albertson	P134-54A	Vacant
2.	Gina W. & Richard C. Albertson	P134-54	Vacant
3.	Elizabeth White Barnes	33-B-427B	Vacant
4.	James Wilton Bateman & Sharon S. Dumond	P111-33A	Vacant
5.	Mary S. Berry Life Est.	24-B-16	Vacant
6.	Leon & Wealthia Brothers	P30-5	Vacant
7.	Fred L. Sylvia J. Haney	P14A-45	Vacant
8.	Lori Michelle Harrison	P132A-71	Vacant
9.	Margaret Graham	P133A-45	Vacant
11.	Paul R. & Charlotte Y. Pureza	4-A-8A	Vacant
12.	Vernon Sylvester Etal	P122A-233	Vacant
13.	Carl T. & Carol R. Winkler Waybright	P133-5	Vacant
14.	Carl T. & Carol R. Winkler Waybright	P133A-76 & 77	Vacant

C. Approval of Budget Amendment

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

ECPPS

Increase	010.0230.4328.01	Lottery funds	293,897.00
Increase	010.5910.5636.00	Capital Outlay – Education	293,897.00

D. Approval of the County's Vehicle Use Policy & Resolution Amending the Personnel Policy Section Regarding Vehicle Use

Attached is a copy of the resolution approving the County's Vehicle Use Policy and amending the Personnel Policy.

- E. Notary Fee Increase
The County's current fee schedule shows notary fees are \$5. The General Assembly has increased the maximum fees that may be charged by a notary for notarial acts to \$10. We have noticed discrepancies in the notary fees charged by departments. The Finance Committee recommends approval to raise notary fees for all departments to \$10.
- F. Vincent Holding, LLC
The County and Vincent Holding, LLC have agreed to the value of \$63,000 for the property located at 1412 Herrington Road. The NC Property Tax Commission has ordered this is the value for tax year 2021. The County Attorney is requesting the Board formally consent to this value.

8. **New Business:**

- A. Appointments to Boards and Committees
The Appointments Committee met today and will make recommendations for appointments and reappointments.
- B. Repeal of Prohibition of Tattooing Ordinance
In reviewing the County ordinances, the County Attorney discovered there is still a "Prohibition of Tattooing" in Pasquotank County. This ordinance was adopted in 1980. This ordinance conflicts with the current regulations in the Zoning Ordinance. Currently, Tattoo Parlors are allowed in a C-1 District. The County Attorney is recommending the "Prohibition of Tattooing" Ordinance be repealed.
- C. Amendment of Certain County Ordinances with Criminal Penalties to Comply with Session Law 2021-138
As a result of recent legislation involving criminal penalties in local ordinances, several of the County's ordinances need revision to comply with the new law. Attached is a memo from County Attorney Mike Cox explaining why the changes are necessary and which ordinances are affected.

9. **County Manager's Reports**

10. **County Attorney's Reports**

11. **Internal and External Committee Reports and Proposals**

12. **Adjournment**