

**PASQUOTANK COUNTY, NORTH CAROLINA
DECEMBER 19, 2016**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, December 19, 2016 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 Parker

MEMBERS ABSENT: None

OTHERS PRESENT: Rodney Bunch, County Manager
R. Michael Cox, County Attorney
Lynn Scott, Clerk to the Board
Shelley Cox, Planning Director

The meeting was called to order at 7:00 PM by Clerk to the Board Lynn Scott. Commissioner Lloyd Griffin gave the invocation and Commissioner William Sterritt led in the Pledge of Allegiance to the American Flag.

1. OATH OF OFFICE FOR COMMISSIONERS:

The Honorable Eula Reid, District Court Judge administered the Oath of Office to re-elected Commissioners Jeff Dixon, Lloyd Griffin, and Frankie Meads.

2. ORGANIZATION OF BOARD OF COMMISSIONERS:

The Clerk to the Board explained that state law requires the reorganization of each Board of Commissioners during the first December meeting through the election of a Chairman and a Vice-Chairman. She opened the floor for nominations for Chairman of the Board.

Commissioner Lloyd Griffin nominated Commissioner Cecil Perry to serve as Chairman for the next year. There being no further nominations, the nominations were closed.

Upon a vote of the Board, Commissioner Perry was unanimously elected as Chairman.

The meeting was then turned over to Chairman Perry who called for nominations for Vice-Chairman of the Board.

Commissioner Bettie Parker nominated Commissioner William Sterritt to serve as Vice-Chairman for the next year and Commissioner Lloyd Griffin nominated Commissioner Jeff Dixon to serve as Vice-Chairman for the next year.

The County Attorney Cox excused himself to briefly research procedural rules prior to voting on the nominees. In the meantime, the Board heard public comments, as well as the County Manager's report.

3. COMMENTS BY BRADFORD CALDWELL FROM U.S. SMALL BUSINESS ADMINISTRATION:

Bradford Caldwell, Public Affairs Specialist with the U.S. Small Business Administration stated that he has been here the past few months since Hurricane Matthew helping survivors of the hurricane. He explained that that SBA works with FEMA to provide low-interest disaster loans for homeowners, renters, businesses, and nonprofits that have been affected by disasters. He said they offer low interest loans as low as 1.6% for home loans and as low as 4% for business loans. He encourages those affected by the hurricane to register with FEMA first and then come to the SBA. He noted that the deadline for applications has been extended to January 9th and they are trying to reach all stakeholders across North Carolina who may need their assistance. He stated that they offer up to \$200,000 for disaster home loans and up to \$2,000,000 for business disaster loans.

4. COUNTY MANAGER'S REPORT:

County Manager Rodney Bunch reported the following:

Old Health Department Building located on Cedar Street behind tennis courts most recently used for hospice services is being vacated. Battle Betts, Health Director contacted me recently to make me aware that they plan to turn the building back over to the county the first of the year. Mr. Betts, Ron Sass, Vincent Freeman and I did a walkthrough of the building last week. There is some work that Vincent and I believe we should do immediately to reduce moisture in the building as it will be vacant until we determine the best use for the structure.

Pasquotank County Commerce Park – Wayne Harris and I met with Tommy Drew, Vice President at S.L. Nusbaum Realty Company with offices in Norfolk, Va. and Richmond, Va. December 7th in the Commerce Park. Mr. Drew was instrumental in the location of the Farm Fresh Prototype Store in Elizabeth City. The purpose of our meeting was to determine if his firm would be interested in promoting the Commerce Park. Mr. Drew will be getting back in touch with us after he has had their industrial marketing team put together a promotion for us to consider.

Wellfield Road Recycling Site – the Board is aware that we need additional property from adjoining land owner American Tower in order to expand the recycling center. American Tower representatives had recently indicated they were not interested in selling, leasing, or trading property. At the direction of the Solid Waste Committee, I contacted the American Tower Corp. attorney and explained our situation and asked if they would reconsider. I asked for a face to face meeting and she arranged for a meeting with David Parker, Field Operations Technician. Mike Etheridge, Pat McDowell and I met Mr. Parker December 9th at the Wellfield Road tower site. We provided preliminary plans for expanding the site and the need for additional space to make the site functional. Mr. Parker did not see the expanded recycling site as a detriment to the tower site. He did explain that American Tower is not just in the tower business, but a real estate business. They do not typically sell property, but he did acknowledge they have done multiple 50 year leases. He indicated that he would have the engineering staff identify the area within their property boundary that clearly is needed for their tower (fall zone area). This would be used to define definite areas that would not be considered for our site expansion.

Solid Waste Committee – regular scheduled meeting for Wednesday, December 21st has been cancelled.

Kevin Leonard, Executive Director of the NC Association of County Commissioners informed me that an Inauguration Parade honoring North Carolina's 75th Governor and members of the Council of State will occur Saturday, January 7th, 2017 in Raleigh. He stated that they would like to have a variety of participants including high school bands, marching units, arts organizations, civic/social organizations, and/or floats representing something special about our county, etc. He also stated that if you (County Commissioner) would like to represent Pasquotank County, a vehicle will be provided with both your name and title placarded on both sides of the vehicle. You may have a spouse or family member ride with you in the parade. Participation in the parade will include arriving at the parade start line no later than 11:15 am. Please let Lynn Scott know if you would like to participate so that she can complete the application.

5. CONTINUATION OF ORGANIZATION OF BOARD OF COMMISSIONERS:

After further discussion, it was determined that a vote would be taken on the two nominees.

There being no further nominations;

Motion was made by Jeff Dixon, seconded by Bettie Parker to close the nominations. The motion carried unanimously.

Upon a vote of the Board, Commissioner Sterritt was elected Vice-Chairman by a vote of 4 to 3, with Commissioners Parker, Perry, Meads, and Sterritt voting for Commissioner Sterritt.

Chairman Perry thanked the Board for electing him Chairman and giving him the opportunity to serve as Chairman. He noted that it is very important to him because he feels that all districts should be represented and his district has only been represented two times; the first time by W.C. Witherspoon and the second by himself. He assured the Board that he will do his best to make sure he serves the Board as best as he possibly can. He noted that it is very important that the

Board learn to work together, because all of them working together can do better than any one of them can alone.

Chairman Perry acknowledged members of the audience and thanked them for their attendance.

6. PRESENTATION OF PLAQUE TO COMMISSIONER JOSEPH WINSLOW:

The members of the Board took their seats at the table and Chairman Perry called on Commissioner Joe Winslow and presented him with a plaque expressing the Board's appreciation for the job he did as Chairman of the Board. Commissioner Winslow thanked the Board and staff for their support over the past two years. He said he appreciates the patience of the residents of Pasquotank County. He added that he enjoyed every minutes of his chairmanship.

7. PRESENTATION BY DR. KANDI DEITEMEYER:

Chairman Perry called on Dr. Kandi Deitemeyer, President of College of the Albemarle, to make a presentation. Dr. Deitemeyer stated that according to Schools.com, COA is the #1 community college in North Carolina. She said she brings greetings on behalf of the Board of Trustees, faculty, staff and students at COA. She thanked the Board for their continued support to the college. She thanked outgoing Chairman Joe Winslow who serves on their board and their finance committee. She stated that he has been a great representative. She thanked her board members Marion Harris and Don McCabe for coming out and always supporting what is going on at the college.

Dr. Deitemeyer presented the Board with handouts on short-term training programs offered by the college, as well as an enrollment report, and a copy of the college's 2016-2021 strategic plan. She stated that there are nine areas of focus in the strategic plan and there are nine teams working on each area. She said every employee at COA is assigned to one of the nine teams and they serve gratefully and willingly. She said it is not just a plan that sets on a shelf. The teams meet actively and are trying to bring innovation and transformation to the college. She said they are committed to making the college better every day. She said in all her 25 years of doing this type of work that she has never seen such activity and willingness for teams to come together. She stated that the college should be very proud of this. She noted that everything will not be successful that they try and that is okay and it is okay for the college to take risks.

Dr. Deitemeyer stated that the Elizabeth City Campus has seen an increase in enrollment this past year and she expects that to continue. She feels that it is partially due to partnerships with our local school districts across the region, but especially with students taking advantage of Career College Promise. She thinks enrollment will continue to trend upward because of the Elizabeth City Pasquotank County Early College coming to the Elizabeth City campus in the fall of 2017. She commended Dr. Larry Cartner for seeking this opportunity for our young people and for our community and bringing it to the Elizabeth City campus. She said they have been tremendous partners. She said she has had the privilege of serving on the District Strategic Planning Team this year and she was more than impressed with the passion, persistence and commitment that she saw from the team at ECPPS as they were putting this together and really wanting to listen.

Dr. Deitemeyer reported that several programs continue to develop on the campus. EMT will be pursuing an associate's credential. Computer programs have been completely redesigned and transformed. They have added multiple pathways for students who are in the dual enrollment pathway through Career and College Promise. She said since the fall of 2013, students taking advantage of dual enrollment in Elizabeth City Pasquotank County Schools has increased 388%. In 2013, 17 students were enrolled. Currently, 83 students are enrolled. She said students are plugging into higher education earlier by obtaining college credits while in high school and they are saving their families a significant amount of money. She said their welding program has a new lab and it is at maximum capacity. Their health sciences programs and many other programs continue to have excellent enrollment.

Dr. Deitemeyer said 2017 should be a significant year of change. She thanked the Board for their continued investment in the roofing projects which have been ongoing for three years. She stated that the library project is finally going to be underway in March, with the completion target of December 2017. She said this almost \$3 million project is going to be completed with some NC Bond money, some state capital funds that they were able to put away, some private money and a grant that they wrote. The performing arts lobby will be completed as well. She said while they continue to make significant improvements to the campus, they still need the

Board's support in 2017-18. She said there are still many deferred maintenance projects that need the Board's support.

Dr. Deitemeyer thanked County Manager Bunch and Finance Officer Small. She said they have been incredible to work with. She wished the Board a Merry Christmas.

Commissioner Meads asked if the 83 students in dual enrollment are counted in the schools system as well as the college system. Dr. Deitemeyer answered they are because they are generally taking classes at both.

Commissioner Griffin said when he looks at the numbers they were larger in 2011-12 when the economy was not very good. Dr. Deitemeyer said 2011-12 was the high after the bubble and then we felt a decline and now it is beginning to pull back up a little bit. He congratulated Dr. Deitemeyer on her new job.

Chairman Perry thanked her for her service.

8. AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. Vice-Chairman Sterritt recommended that the agenda be amended to add the following items recommended by the Finance Committee today: 1) Approval of Reimbursement Resolution for purchase of Vehicle for County Manager; 2) Approval of contract with Mission Critical Partners to provide grant support for the 911 backup PSAP; 3) Approval of assignment of interest in Business Investment Program Grant to Inland Tanglewood Parkway, LLC; and 4) Approval of contract with B&M Contractors to replace an air handler in the courthouse. Commissioner Griffin asked that the agenda be amended to add the reappointments recommended by the Appointments Committee at their meeting today to the Consent Agenda, as well as add three new appointments recommended by the Appointments Committee today to New Business.

Motion was made by William Sterritt, seconded by Bettie Parker to amend the agenda to add the four items recommended by the Finance Committee, as well as the reappointments recommended by the Appointments Committee to the Consent Agenda and add the three new appointments to New Business. The motion carried unanimously.

9. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of November 21, 2016 Commissioner Meeting

b. Approval of Solid Waste Fee Releases

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

OWNER'S NAME	PARCEL ID NUMBER	REASON FOR RELEASE
Eudora Harvey	26-A-4	Vacant
Eudora Harvey	26-A-19	Vacant
Eudora Harvey	26-A-49	Vacant
Eudora Harvey	P122A-70	Vacant
John T. Long, Jr.	P93-23	Vacant
Jeff Overton, Jr. Heirs	P67-44	Vacant

c. Approval of Budget Amendments

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

Ag Ext

Increase	010.0230.4370.00	State Grants	3,419.00
Increase	010.4950.5600.34	SHIIP Grant	3,419.00

d. Approval of Reimbursement Resolution for Purchase of Vehicle for County Manager

The Finance Committee has recommended approval of the following Reimbursement Resolution for the purchase of vehicle for the County Manager. The vehicle was included in the 2016-17 budget and will be purchased prior to financing capital projects at which time the funds will be replenished.

Reimbursement Resolution for the Purchase of a County Manager Vehicle - 2016-31

WHEREAS the County of Pasquotank (the “County”) intends to undertake a Project (as described below), use its own funds to pay initial Project costs, and then reimburse itself from financing proceeds for these early expenditures. The County Manager has advised the Board of Commissioners that it should adopt this resolution to document the County’s plans for reimbursement, in order to comply with certain federal tax rules relating to reimbursement from financing proceeds.

BE IT RESOLVED by the Board of Commissioners of Pasquotank County, North Carolina, as follows:

1. The Project is the purchase of a vehicle for the County Manager.
2. The County intends to advance funds for initial Project costs, and then reimburse itself from financing proceeds. The expected type of financing for the Project (which is subject to change) is installment financing under Section 160A-20. The expected maximum principal amount of the financing to be entered into for the Project is approximately \$30,000.
3. Funds for the early Project expenditures may come from the County’s General Fund.
4. The County intends for the adoption of this resolution to be a declaration of its official intent to reimburse itself from financing proceeds for Project cost expenditures.

I certify as follows: that the foregoing resolution was properly adopted at a meeting of the Board of Commissioners of Pasquotank County, North Carolina; that this meeting was properly called and held on December 19, 2016; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this 19th day of December, 2016.

e. Approval of Contract with Mission Critical Partners

The Finance Committee has recommended approval of the contract with Mission Critical Partners to provide grant support for the 911 back up PSAS in the amount of \$98,500.

f. Approval of Assignment of Interest in Business Investment Program

The Finance Committee has recommended approval of the assignment of interest in business investment program grant agreement from Tanglewood Parkway Elizabeth City LLC to Inland Tanglewood Parkway, LLC.

g. Approval of Contracts to Replace Air Handler in Courthouse

The Finance Committee has recommended approval of a contract with B&M Contractors in the amount of \$42,486, as well as a contract with Johnson Controls in the amount of \$14,853 for replacement of the air handler unit in the Clerk of Court Corridor in the Pasquotank County Courthouse. B&M will install the air handler and Johnson Controls will install the control units.

h. Approval of Board Appointments:

Commissioner Lloyd Griffin presented the following recommendation from the Appointments Committee:

Board of Zoning Adjustment – Reappoint Richard Williams, Jr. and Ronald C. Markham, Sr. to additional 3-year terms.

Nursing Home Community Advisory Committee – Reappoint Charles H. Jordan to additional 3-year term.

Resource Conservation & Development Council – Reappoint Frankie Meads to additional 4-year term.

District Jail Commission – Reappoint Cecil Perry and Joe Winslow to additional 2-year terms.

EMS Board - Reappoint Frankie Meads, Jeff Dixon, and Dr. Samantha Furia to additional 2-year terms.

Newland Water Management & Watershed Improvement Advisory Board – Reappoint Paul Stallings, Doug Temple, and John Spence to additional 3-year terms and Joseph Winslow to additional 2-year term.

Nursing Home Community Advisory Committee – Reappoint David Boone to additional 3-year term.

Recreation Advisory Board – Reappoint Dr. William Sterritt and Herman Little to additional 2-year terms.

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

10. ADOPTION OF 2017 COMMISSIONER MEETING SCHEDULE:

The Board considered a proposed schedule of regular County Commissioner meetings for 2017.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to adopt the following 2017 Commissioner meeting schedule as proposed: The motion carried unanimously.

Month	1st Regular Meeting	2nd Regular Meeting
January	Monday, January 9	None
February	Monday, February 6	Monday, February 20
March	Monday, March 6	Monday, March 20
April	Monday, April 3	Monday, April 17
May	Monday, May 1	Monday, May 15
June	Monday, June 5	Monday, June 19
July	Monday, July 10	None
August	Monday, August 7	Monday, August 21
September	Tuesday, September 5	Monday, September 18
October	Monday, October 2	Monday, October 16
November	Monday, November 6	Monday, November 20
December	Monday, December 4	Monday, December 18

11. DESIGNATION OF VOTING DELEGATE FOR NCACC LEGISLATIVE GOALS CONFERENCE:

The Board considered the designation of a voting delegate for the Legislative Goals Conference that will be held January 12-13, 2017.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to designate Joe Winslow as the voting delegate for the NCACC Legislative Goals Conference. The motion carried unanimously.

12. CONSIDERATION OF RESOLUTION AMENDING PERSONNEL POLICY:

County Attorney Cox recommended the Board adopt the following resolution amending the Personnel Policy to clarify issues involving compensatory time.

**A RESOLUTION AMENDING THE PASQUOTANK COUNTY
PERSONNEL POLICY TO CLARIFY ISSUES
INVOLVING COMPENSATORY TIME 2016-32**

WHEREAS, Chapters 126 and 153A of the North Carolina General Statutes authorize a County Board of Commissioners to adopt and implement personnel policies; and

WHEREAS, the Board of Commissioners for Pasquotank County has adopted and reinforced the county/manager form of government; and

WHEREAS, the Board of Commissioners desires to amend and continue a human resources system that provides for the recruitment, selection and continuous development of an effective workforce, responsive to the needs of Pasquotank County residents; and

WHEREAS, the Board has been presented with, has reviewed and endorses amendments to the Pasquotank County Personnel Policy (hereinafter "Personnel Policy").

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR PASQUOTANK COUNTY, NORTH CAROLINA THAT:

Section 1. ARTICLE IV. THE PAY PLAN – Section 11. Overtime of the Personnel Policy is amended as follows:

Section 11. Overtime

"Overtime" means that work performed by an employee which exceeds the number of hours set forth in **Article V; Section 1** as constituting the established work week for the employee's position. Sick leave, annual leave, holidays taken during a work week and other time not actually worked by the employee shall not count as hours worked.

Overtime opportunities will be distributed as equally as practicable among employees in the same job class, department and shift regardless of age, sex, race, color, creed, religion, national origin, political affiliation, or physical handicap.

Employees required to work overtime will be compensated with overtime pay at the rate of one and one-half times the overtime hours worked provided that:

- (a) *The work is of an unusual, unscheduled, or emergency nature and is directed by the Department Head or the authorized representative of the Department Head;*
- (b) *The position is not classified as an exempt position, administrative, professional or managerial under the provisions of the **Fair Labor Standards Act**; and*
- (c) *The employee actually works over 40 hours in that work week (or, for public safety employees over 171 hours in a 28 day cycle) with the authorization and knowledge of their supervisor.*

Department Heads are encouraged to grant time off during the work week as necessary whenever possible to minimize any paid overtime.

Employees are prohibited from working overtime except when expressly authorized by their supervisor. Employees who violate this are subject to disciplinary action.

The County has the right to adjust work schedules to reduce overtime situations and stay within the budget constraints.

Compensatory Time

Only employees in competitive service positions under the State Personnel Act are eligible to receive compensatory time. Compensatory time may be granted in lieu of overtime pay if requested by the employee and approved by the Director of their designee in advance. Non-exempt employees will be credited with compensatory time at the rate of one and half (1½) times the "amount of hours worked" over their respective overtime thresholds. Sick leave, annual leave, holidays, or any other time off in a work period will not count toward computing compensatory time. In no event may an employee accumulate over ~~480~~ 240 hours of compensatory time.

Upon separation from County service, a non-exempt employee shall be paid for any accumulated compensatory time at the employee's current rate of pay in the last payroll.

Employees may request and use compensatory leave time off in the same manner as other leave requests. However, compensatory time must be exhausted before any other type of paid leave can be used. Employees will be permitted to use such time off within a "reasonable period" if use of the compensatory time off does not "unduly disrupt" the operations of the department. Department Heads will be responsible for administering the compensatory policy by allowing employees to take accrued compensatory time in a timely manner so that compensatory time will not accrue to excessive levels. The Department Head shall require employee to use compensatory time for any absence. All compensatory time shall be marked as such on official timesheets, both when it is earned and when it is taken. The employee will be responsible for

providing an accurate accounting of compensatory time earned and taken, and the Department Head, or their designee, will sign off on all timesheets with compensatory time entries.

These amendments are effective upon adoption.

After brief discussion, Chairman Perry asked if the resolution can be delayed and brought back at a later time to allow time for further discussions on the personnel policy. He asked that the Board read through the personnel policy and see if they feel amendments need to be made to the policy. He suggested a Personnel Committee meeting be scheduled. Attorney Cox noted that there was a major overhaul of the policy a year or so ago and he is pleased with the outcome. He said the above resolution simply was a minor change that needed to be corrected. Chairman Perry said he would like to have the Personnel Committee look at the policy and make some suggestions which can be brought back before the Board.

13. CONSIDERATION OF BID FOR SURPLUS PROPERTY LOCATED ON HIGHWAY 158:

County Attorney Cox explained that we have completed the ten-day upset period for receiving bids for the 0.121 acre property located at 921A US Highway 158 identified as parcel P134-26. He stated that no additional bids were received during the 10-day upset period. The County's total investment in the property including the original foreclosure amount and advertising costs was \$4,508.52. He said staff recommends approval of the \$4,300 bid by Herbert R. Griffin so that we can complete the sale of the property via a quit claim deed.

Motion was made by Frankie Meads, seconded by Jeff Dixon to accept the offer submitted by Herbert R. Griffin in the amount of \$4,300, with the property being transferred via a quit claim deed. The motion carried unanimously.

14. CONSIDERATION OF FOX HAVEN, PHASE 2 FINAL PLAT:

Commissioner Winslow requested that he be recused from considering the final plat for Fox Haven, Phase 2, Final Plat because of conflict of interest.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to recuse Commissioner Winslow from considering the final plat for Fox Haven, Phase II. The motion carried unanimously.

Planning Director Shelley Cox stated that staff recommends conditional approval of the final plat, with the condition that the additional stormwater easement required for lot 75 be noted on page 2 of the Plat prior to recordation.

Motion was made by Lloyd Griffin, seconded by Frankie Meads to approve the Final Plat for Fox Haven Subdivision, Phase 2, with the condition recommended by staff.

15. RECOMMENDATIONS FROM THE APPOINTMENTS COMMITTEE:

Commissioner Griffin reported that the Appointments Committee met this afternoon and would like to make the following recommendations:

Juvenile Crime Prevention Council (JCPC) – Nominate Stacy Jones, Court Counselor to fill a vacant commissioner appointee seat on the JCPC Board (recommended by Nancy Hodges, Area Consultant, NC Department of Public Safety Division of Adult Correct & Juvenile Justice Community Program). This appointment can be finalized tonight because she fits the specific requirements of court counselor.

Tourism Development Authority – Nominate Sabrina Parrish, General Manager of the Hampton Inn to fill the unexpired term of Georgene Falcon.

Elizabeth City – Pasquotank County Community Relations Commission – Appointment of Melissa Futrell to fill the unexpired term of Daniel West, which will expire on November 30, 2017.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to accept the recommendations from the Appointments Committee to approve the appointments as presented. The Tourism Development and CRC appointments will need to lay over until the next meeting to provide Board members an opportunity to review their applications. The motion carried unanimously.

16. REPORTS FROM COUNTY COMMISSIONERS:

Commissioner Meads said he had some very encouraging news come across his desk today. He said the economy is expected to improve drastically in the near future.

Commissioner Parker attended the Holiday Celebration and Grand Illumination in front of the Courthouse. On December 3rd, she participated in the annual Christmas Parade as one of the Grand Marshals. She also attended the annual DSS luncheon.

Commissioner Griffin attended Albemarle Commission's Annual Workforce Development Committee Meeting in November. He reported that the Department of Transportation is getting ready to start finishing out all the segments of Highway 17 from South Carolina to the Virginia Line. He reported that the new airport manager is settling in well and looking into ways to try and generate additional revenues for the airport, as well as become taxable revenue for the County and City.

Commissioner Sterritt said he recently represented the County at an event at ECSU. He reported that two County appointees have resigned on the Community Relations Commission and another appointee will be transferring out of the area. He stated that they need an individual between the ages of 16 and 30 to fill a vacancy. He said the County has had discussion regarding the boardwalk behind COA. He said Rodney Bunch, Rodney Johnson, Marc Powell and himself have met and they are getting ready to submit a request for a \$100,000 grant from CAMA to help with repairs to the boardwalk. He said he and Mr. Bunch met with the Chief Financial Officer at Sentara Albemarle to discuss the history of the walking trail and the importance of it. He said the County will be submitting the grant, which will require a 10% match, which has already been collected.

Chairman Perry thanked the Board for supporting him as Chairman. He said his interest is in Pasquotank County and he is going to do the best he can to make it one of the best places in the country to live.

Chairman Perry asked for a motion to adjourn the meeting.

Commissioner Meads added that the Animal Control Board is in need of members, possibly alternate appointees who can attend meetings when other members cannot.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 8:30 PM.

CHAIRMAN

CLERK