

**Meeting Schedule
Pasquotank County Board of Commissioners
Monday, February 17, 2020**

3:00 PM – Water Committee Meeting

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

6:00 PM - County Commissioners Meeting in Pasquotank County Courthouse

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

6. Old Business:

A. Green Saves Green Funding Request

On February 3rd, the Finance Committee considered a request from Green Saves Green for a \$1,000 contribution from the County to be a sponsor of the Love Your River Event. The event is a free, family-friendly event scheduled on Saturday, April 18th, 2020. The event coincides with the 50th anniversary of Earth Day, and will encourage people to enjoy our waterways, learn why waterways and water quality are important, and discover ways to protect them. The Finance Committee recommended approval of the request.

7. Consent Agenda:

A. Approval of Minutes of February 3, 2020 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.	Alexander's Lawn Care	131.12	
2.	S & S Prop. Of EC LLC		180.00
3.	Pearl St. Pentecostal Church Inc.	144.00	36.00
4.	Carter Lumber Transport LLC	192.33	
5.	Thomas E Stevenson Jr.	103.95	
6.	Stokley's Excavating	523.14	
7.	George Nowell		115.41

8.	Daniel Reilly	137.06	116.59
9.	Diamond Solid Investment LLC	244.87	
10.	Greater Anointing Ministries	969.76	944.24
11.	Sentosa Care	3,315.91	2,820.68
12.	Karen Bauman	1,587.74	1,524.06
13.	Karen Bauman	2,712.71	2,481.02
14.	Michael J. Woodrum	267.61	227.65

Tax Refunds

		County	City
1.	Diamond Solid Investment LLC	244.87	
2.	Steven Jacob Girardin	106.10	90.24

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Linda Bridgeman Etal	P6-26	Vacant
2.	Melba Bridgeman	P7-16	Vacant
3.	Terry & Cathy Buchanan	P141-40	Vacant
4.	Shawn Etheridge Etal	P59-31	Vacant
5.	William Alvin Norfleet	P120-179	Vacant
6.	Evelyn R. Poole Etal	P98-15	Vacant
7.	Janice Poole & Hattie Poole	P95-21	Vacant
8.	H. C. & Marcy Bergman Pritchard	P119-275	Vacant
9.	Horace C. Pritchard Sr. Etal	P141-217	Vacant
10.	Horace Jr. & Marcy B. Pritchard	P89-84	Vacant
11.	Horace C. Pritchard Sr. Etal	P141-24A	Vacant
12.	Horace F. Pritchard	P140-183	Vacant
13.	Bell Taylor Heirs	26-D-1	Vacant
14.	Carl T. Waybright	P133-5	Vacant
15.	Carl T. Waybright	P133A-76 & 77	Vacant
16.	L. E. & Brenda A. White	P110-53B	Vacant
17.	Lemuel E. White	P110-55	Vacant

Solid Waste Fee Refund

		Parcel ID #	Reason for Refund
1.	Miller & Meads Inc.	P15-8	Vacant

C. Approval of Budget Amendment

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

Sheriff

Decrease	010.6900.5991.00	Contingency	\$12,420.00
Increase	010.4310.5121.00	Salaries and Wages	\$10,065.00
Increase	010.4310.5181.00	FICA	765.00
Increase	010.4310.5182.00	Retirement	1,590.00

To appropriate funds for the vacation pay-out for retiring personnel.

Ag Ext

Increase	010.0230.4370.00	State Grants	4,907.00
Increase	010.4950.5600.34	Grant-SHIIP	4,907.00

To appropriate funds received from the Dept. of Insurance for the SHIIP Grant (Senior Health Insurance Information Program)

D. Approval of Reorganization of Pasquotank-Camden EMS

At the January 8, 2020 EMS Board Meeting, members approved to move forward with a reorganization of the EMS Department. This reorganization will help our EMS Department better handle it's current and future needs. As a result of this request, the EMS Deputy Chief position would be renamed EMS Operations Manager, and would maintain the same Grade 25 status. This reclassification also comes with a revised job description, creating more specific duties of operations management.

Also created are four Lieutenant positions at a Grade 20. These Lieutenant positions will be filled by currently employed full time Paramedics whose roles will include assisting the Shift Captain in his or her daily operational and administrative duties. This reorganization request also reassigns the Training Officer duties to a current Shift Captain, with oversight of those duties performed by the EMS Operations Manager. Reassigning the duties of the Training Captain opens up a Captain's position, which the EMS department proposes to reassign to the Community Paramedic Coordinator. Reassignment of this Captain's position will allow for the creation of the Community Paramedicine Division for the EMS Department. The Paramedic position left vacant by this reorganization will be externally advertised and filled with a Paramedic versed in Community Paramedicine, allowing for expansion of the PCEMS Community Partnership Paramedicine Program.

The reorganization addresses EMS operational needs, and repurposes an existing position to add an additional Community Paramedic position. The reorganization will not result in any additional cost to the county. The Finance Committee recommended approval of the Pasquotank-Camden EMS Reorganization as proposed.

E. Approval of Grant Agreement for Telephonics Corporation

On June 3, 2019, the Board approved submitting an application to the Department of Commerce (DOC) for a Building Reuse Grant for Telephonics Corporation in the amount of \$400,000, with a local match not to exceed \$20,000. Recently, the DOC sent the Economic Development Commission (ECD) the (attached) Rural Economic Development Grant Agreement and Legally Binding Agreement for review and approval by the County. The Grant Agreement and LBC outline the criteria Telephonics and the County must meet in order to receive the full benefits of the Building Reuse Grant. Staff has reviewed the agreement and recommends approval.

F. Adoption of Alligator River Bridge Resolution

The Board has been asked to adopt the attached resolution in support of Alligator River Bridge Improvements.

G. Adoption of Resolution Supporting the Veterans Experience Action Center (VEAC)

The Board has been asked to adopt the attached resolution of support for the Veterans Experience Action Center (VEAC)

H. Approval of Bid to Farm +/- 197 Acres in the Commerce Park

The Finance Committee has recommended that the Board accept a bid from John Bulman, Jr. in the amount of \$155.99 per acre (total annual rent of \$31,124.03) to farm +/- 197 acres in the Pasquotank County Commerce Park.

8. New Business

9. County Manager's Reports

10. County Attorney's Reports

11. Internal and External Committee Reports and Proposals

12. Adjournment