

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, February 6, 2023  
Pasquotank County Courthouse**

3:00 PM – Work Session – Draft Land Use Plan – 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. Annual Trillium Update by Bland Baker

Enclosed is a copy of the PowerPoint presentation which Mr. Baker will be presenting to the board.

6. **Old Business:**

A. Appointments to Boards and Committees

At the last meeting, the Appointments Committee recommended the appointment of Glenn Weeks to the Newland Water Management & Watershed Improvement Advisory Board. A copy of his application has been provided to Board members, and 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 January 17, 2023 Commissioner Meeting

B. Approval of Tax Releases and Refunds

The Finance Committee has recommended approval of the following tax releases, tax refunds, solid waste fee releases, and solid waste fee refund:

Tax Releases

		County	City
1.	Marlin Leasing	212.59	204.31
2.	Tanglewood Dev LLC	9,427.72	8,971.54
3.	Jason Bekanich	859.32	

Tax Refunds

		County	City
1.	M'Kayla Chantel Hoffler		120.60
2.	Cythina Proctor	1,130.26	
3.	Stevenson Sand Company		227.93

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	C. C. Scaff LLC	24-B-5	Vacant
2.	C. C. Scaff LLC	24-B-4	Vacant
3.	Gladys T. Daniels	P127-14	Vacant
4.	Shawn Etheridge Etal	P59-31	Vacant
5.	Raymond M. Godfrey Jr.	P60-26	Vacant
6.	Raymond M. Godfrey Jr.	P34-9	Vacant
7.	Raymond M. Godfrey Jr.	P33-35	Vacant
8.	Palmer C. Griffin Etal Life Est.	P112-3	Vacant
9.	Willie Elnora Hoskins	P63-50	Vacant
10.	Minnie James	76-A-42	Vacant
11.	John T. Long Jr.	P93-23	Vacant
12.	Betsy Smithson Meads	12-E-6	Vacant
13.	Donald & Linda Perry	64-E-10	Vacant
14.	Donald & Linda Perry	P119-114	Vacant
15.	Horace F. Pritchard	P140-183	Vacant
16.	Horace Jr. & Marcy B. Pritchard	P89-84	Vacant
17.	Nancy Sample Life Est.	P90-24E	Vacant
18.	Edward L. & Susan D. Sanderlin	P58-49	Vacant
19.	William A. Walton Etal	P59-10	Vacant
20.	Betsy White	P91-23	Vacant
21.	Verlin E. Williams	P80-4A	Vacant

Solid Waste Fee Refund

		Parcel ID #	Reason for Refund
1.	James B. Carter	P118-19	Vacant

C. Approval of Late Property Tax Exemption or Exclusion Application

The Finance Committee has recommended approval of the following Late Property Exemption or Exclusion Application:

Applicant	Map #	Exclusion	County Tax	City Tax	Total Tax
ECSU Housing Foundation LLC	62-D-23,24	306,400	1,899.68	1,807.76	3,704.44

D. Approval of Budget Amendments

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

Parks & Rec

Increase	010.0230.4370.00	State Grants	198,904.00
Increase	010.6130.5500.00	Capital Outlay	198,904.00

Sheriff

Increase	010.0600.4930.00	Insurance Proceeds	17,400.00
Increase	010.4310.5353.00	Repair & Maintenance-Vehicles	17,400.00

Sheriff

Increase	010.0220.4532.00	Other Grants	2,000.00
Increase	010.4310.5261.00	Departmental Supplies	2,000.00

Emergency Mgmt

Increase	010.0220.4532.00	Other Grants	2,000.00
Increase	010.4330.5600.00	Grant Funds	2,000.00

- E. Increase in Deputy Clerk Pay during Absence of Clerk  
 Staff is recommending approval of a 20% increase (\$1,815.00) in Deputy Clerk Shatoria Reid's salary during the 10-week period that the Clerk to the Board was out on medical leave.

8. **New Business:**

A. Restructuring

On March 21, 2022, the Board approved a discussion on Restructuring after the 2022 Elections. Representatives from the NAACP will present the 4-2-1 Plan. Then, County Attorney Mike Cox and outside legal counsel Deborah Stagner will present an overview of Restructuring and the 4-2-1 Plan.

9. **County Manager's Reports**

10. **County Attorney's Reports**

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

12. **Adjournment**