

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, March 16, 2020**

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. **Approval of Tax Releases and Refunds**

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

**Tax Releases**

		County	City
1.	C. W. Weeks	1,047.48	

**Tax Refunds**

		County	City
1.	City Beverage Company	294.52	
2.	Phoenicia Alexandria Moore	212.59	

**Solid Waste Fee Releases**

		Parcel ID #	Reason for Release
1.	Genevia Kellogg Etal.	P95-24	Vacant
2.	Harry J. & Alice Selby Kellogg	P56-F-2	Vacant
3.	Betsy Meads	12-E-6	Vacant
4.	Verlin E. Williams & Donna Walker	P112-9	Vacant
5.	Verlin E. Williams	P80-4A	Vacant

**Solid Waste Fee Refund**

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

7. **Consent Agenda:**

A. Approval of Minutes of February 19, February 28, and March 2, 2020 Commissioner Meetings

B. Approval of Budget Amendment

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

Capital Reserve

Increase	021.0550.4820.00	Escrow Payment	\$8,103,820.00
Increase	021.8200.5960.01	Capital Reserve-Unallocated	2,000.00
Increase	021.8200.5640.04	Medical Services	\$8,101,820.00

To allocate funds received from the Hospital Escrow to pay for the trustee fees and reserve the balance for future needs for medical services.

C. Approval to Expand Contracts for Water Department Grass Mowing

The Finance Committee has recommended approval to expand the grass mowing contracts with Carter's Lawn Care & Landscaping to include mowing and trimming of the Weeksville Water Plant, the Reverse Osmosis Water Plant, four water tank sites, three booster station sites, and all associated right-of-ways at a cost total cost of \$6,090.

D. Adoption of Resolution Approving Lease with USCOC of Greater North Carolina, LLC (d/b/a U.S. Cellular)

The Finance Committee has recommended approval to enter into a lease of County owned property with USCOC of Greater North Carolina, LLC (d/b/s U.S. Cellular) for space on the water tower at the county water plant located at 1466 Weeksville Road, Elizabeth City, NC. The tenant will have an option to lease the property for up to twenty-four (24) months with a rental payment of \$1,800 per month. Thereafter, the tenant will have the option to extend the lease for four (4), five (5) year terms. The initial rent will be the \$2,000 per month under the first five (5) year term, with a 15% escalation clause for each additional five (5) year renewal term. Attached is a copy of a resolution that needs to be adopted approving the lease with USCOC of Greater North Carolina, LLC (d/b/s U.S. Cellular).

E. Adoption of Resolution Supporting Inaugural Coast Guard Half Marathon and Guardians of the Atlantic 5K

Corrina Ferguson, Executive Director, Visit Elizabeth City, has requested the Board adopt the attached resolution expressing support of the Inaugural Coast Guard Half Marathon and Guardians of the Atlantic 5K.

8. **New Business**

9. **County Manager's Reports**

10. **County Attorney's Reports**

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

12. Closed Session per N.C.G.S. 143- 318.11(a)(1) To Approve Closed Session Minutes and per [N.C.G.S. 143-318.11(a)(6)] To Consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee
13. Adjournment