

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

3:00 PM – Utilities Committee Meeting – Courtroom C
4:00 PM – Finance Committee Meeting – Courtroom C
Immediately following Finance – Appointments Committee
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. Presentation of Proclamation for Provider Appreciation Day 2023

Enclosed is a copy of the proposed proclamation proclaiming March 6, 2023, as Provider Appreciation Day 2023. Ashleigh Arsenault, Early Child & Education Manager at Albemarle Alliance for Children & Families will be in attendance to accept the proclamation.

B. Adoption of Proclamation Proclaiming March 2023 as the 21st Annual March for Meals Month

Laura Rollinson, Administrative & Volunteer Coordinator for the Albemarle Commission Senior Nutrition Program has requested the Board adopt the enclosed proclamation proclaiming March 2023 as the 21st Annual March for Meals Month.

6. Old Business

7. Consent Agenda:

A. Approval of Minutes of February 6, 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.	2019 Castle LLC	1,231.51	
2.	2019 Castle LLC	1,231.51	
3.	2019 Castle LLC	1,435.11	

Tax Refunds

		County	City
1.	Carla Dawn Kopp	152.61	
2.	Antranetta Jones Powell	107.21	102.23
3.	Nathaniel Griffin	144.54	
4.	Charles William Wilson		
5.	John Hieu Van		177.81
6.	Matthew Melvin Fowler	165.28	158.84
7.	Terrence Lesean Boyce	139.50	
8.	Charles Henry Jordan	115.63	
9.	Kevin Brian Miller & Laura Jean Chambers	288.21	
10.	Richard Allen Ratliff	180.56	
11.	Miguel Angel Velasco	274.23	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Callister Robinson ETAL	37-B-48	Vacant
2.	Callister Robinson ETAL	40-A-449	Vacant
3.	G6 Farms LLC	P90-33	Vacant
4.	G6 Farms LLC	P38-22	Vacant
5.	Demetrius A. Holley	12-C-1	Vacant
6.	William Alvin Norflett	P120-179	Vacant
7.	Cindy Hall	P12A-53	Vacant
8.	Mary John Gasper & Robert & Alicia Gasper	55-A-43	Vacant
9.	Gwendolyn B. Minor	39-B-33	Vacant
10.	Evelyn R. Poole ETAL	P98-15	Vacant
11.	Bell Taylor Heirs	26-D-1	Vacant
12.	Hazel T. Godfrey	P8A-36	Vacant
13.	Donald P & Patricia A. Butts	10-A-14	Vacant
14.	Steven R. Harris	P11-9	Vacant
15.	Next Level Ventures	23-P-8	Vacant

C. Approval of Budget Amendments

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

Economic Dev

Decrease	010.6900.5991.00	Contingency	35,150.00
Increase	010.4920.5625.09	Incentive Grants	35,150.00

Emergency Mgmt

Increase	010.0220.4532.00	Other Grants	10,000.00
Increase	010.4330.5600.00	Grant Funds	10,000.00

Finance

Decrease	010.6900.5991.00	Contingency	1,780.00
Increase	010.4130.5191.00	Audit	1,780.00

D. Approval of Request to Retire Duty Weapons and Badges for Retiring Sheriff's Office Employees

The Finance Committee has recommended approval to retire the badges and duty weapons and award them to two employees retiring from the Sheriff's Office.

Sergeant William Thomas Harris began working fulltime in 1997 and is retiring after 25 years of service with the Pasquotank County Sheriff's Office as of March 9, 2023.

Deputy Travis Jackson began working fulltime in 1994 and is retiring after 28 years of service with the Pasquotank County Sheriff's Office. In addition to his badge and duty weapon, he is also requesting his cell phone and phone number. The Board has previously allowed retiring employees that were assigned county cell phones to purchase their phone for \$1.

The Sheriff's Department has a policy in place that allows sworn law enforcement officers to receive their badges at no cost and to receive their service side arms, at the discretion of the Board of Commissioners, based on the following price schedule:

Retiring member with 5-10 years of service	\$75.00
Retiring member with 10-20 years of service	\$50.00
Retiring member with more than 20 years of service	\$ 0.00

E. Adoption of Resolution Approving Farm Lease in Pasquotank County Commerce Park

The Finance Committee has recommended adoption of the attached resolution which approves a five-year lease with Justin T. James d/b/a James Farms to farm the Pasquotank County Commerce Park. The annual rent shall be \$36,642.

8. **New Business:**

A. Recommendations from Appointments Committee

9. **County Manager's Reports**

10. **County Attorney's Reports**

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

12. **Adjournment**