

**Meeting Schedule
Pasquotank County Board of Commissioners
Monday, August 16, 2021
Pasquotank County Courthouse**

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. **COVID-19 Update**

Amy Underhill, Albemarle Regional Health Services Health Education Supervisor and Public Information Officer, will update the Board on COVID-19.

6. **Old Business**

7. **Consent Agenda:**

A. **Approval of Minutes of August 2, 2021, 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 refunds:

Tax Releases

		County	City
1.	Sarah Elizabeth Smith	144.04	
2.	Sarah Elizabeth Smith	132.92	
3.	Sarah Elizabeth Smith	125.95	
4.	Sarah Elizabeth Smith	119.17	
5.	Bryan Mitchell Douglas	19,584.00	
6.	Pasquotank Properties	144.00	
7.	Mc Mor Development LLC	171.02	
8.	KI & Sun Realty Corp.	138.60	
9.	Glenna & Clara S. Goin Jr.	101.87	
10.	Glenna & Clara S. Goin Jr.	113.78	
11.	Glenna & Clara S. Goin Jr.	106.84	
12.	Glenna & Clara S. Goin Jr.	101.47	

Tax Refunds

		County	City
1.	Margery Muntaz Coulssn-Clark	102.19	86.93
2.	William Stephenson Kannan	160.48	136.51
3.	Robin Jones Taylor	144.70	123.09
4.	Doris K. Tadlock	253.03	156.55
5.	Jacob Brim Wemmering		117.38

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Margaret Barham	P96-42	Vacant
2.	Patricia Cherry	P23-S-30	Vacant
3.	Janice & Dennis Dance	P63-44A	Vacant
4.	Janice Poole & Hattie Poole	P95-21	Vacant
5.	Charles Jr. & Carolyn Everett	21-F-10--11A	Vacant
6.	Jean Ferebee & Vivian Gibson	P112-32	Vacant
7.	Jason Christopher Lyle & Jenny Goetz	P78-4	Vacant
8.	Christine C. Graham	P38-17	Vacant
9.	Shirley Griffin	P80-84A	Vacant
10.	Annette Griswell Etal	P93-19	Vacant
11.	Cindy Hall	P12A-53	Vacant
12.	Henry L. & Connie C. Hassell	P141-20	Vacant
13.	Mary D. Holley Etal	P34-22	Vacant
14.	Lindsey Lee James	28-D-7	Vacant
15.	Francina Jeffers	32-G-3	Vacant
16.	Francina Jeffers	50-B-10	Vacant
17.	Na Tran Jordan	P132A-146	Vacant
18.	Elise Landrum	P91-33	Vacant
19.	Gussie R. Layden	P119-75	Vacant
20.	H. T. Mullen Jr.	P139-11	Vacant
21.	Pasquotank County	P120A-105	Vacant
22.	Pasquotank County	P8A-47	Vacant
23.	Pasquotank County	P120A-9	Vacant
24.	George Scott Estate	32-H-3	Vacant
25.	Isaac M. & Pearl J. Sutton	P67-29	Vacant
26.	Pearl Sutton	P98-12	Vacant
27.	William A. Walton Etal	P59-10	Vacant
28.	Norman L. Warden Jr.	12-G-19	Vacant
29.	Richard M. White	P142B-43,44,45	Vacant

Solid Waste Fee Refund

		Parcel ID #	Reason for Refund
1.	Mary O & John W. F. Gibson Life Est	P63-62	Vacant

C. Approval of Budget Amendments

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

Sheriff

Increase	010.0240.4380.25	Federal Grant	30,281.00
Increase	010.4310.5600.00	Grant Funds	30,281.00

School Resource Officer

Increase	010.0600.4950.00	School Security	3,000.00
Increase	010.4915.5310.00	Travel	3,000.00

Non-Departmental

Increase	010.0230.4370.00	State Grant	82,250.00
Increase	010.4195.5600.14	COA Boardwalk	82,250.00

D. Approval of Request to Establish Part-time Truck Driver Position – Solid Waste

At the July 21st Solid Waste Committee meeting, Director of Solid Waste, Brad Gardner, presented a request to establish a part-time truck driver position for covering roll-off and/or transfer truck driver shifts. The position would work 1,000 hours per year or less, at a pay rate in the range of \$18 to \$20 per hour with no benefits. The position would function similar to the “substitute” site attendants for the Solid Waste Convenience Sites. The following would be the positives of creating the position:

- Reduction of overtime for the existing drivers;
- Increase morale of full-time staff;
- Position might be attractive to a recent retiree; and
- Swing driver would help cover when full-time staff have vacation and sick leave, extra waste tonnage, resignations, etc.

The Finance Committee has recommended approval of the part-time Truck Driver position using budgeted Overtime funds.

8. New Business

- A. Approval of System Transfer Agreement for the County to Purchase the South Mills Portion of the South Mills Water Association

9. County Manager’s Reports

10. County Attorney’s Reports

11. Internal and External Committee Reports and Proposals

12. Adjournment