

**PASQUOTANK COUNTY, NORTH CAROLINA
APRIL 3, 2017**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, April 3, 2017 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Cecil Perry, Vice-Chairman
Dr. William R. Sterritt, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
Joseph S. Winslow, Jr.
Frankie Meads
Bettie Parker

MEMBERS ABSENT: None

OTHERS PRESENT: Rodney Bunch, County Manager
R. Michael Cox
Lynn Scott, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Perry. Commissioner Parker gave the invocation. Posting of Colors was provided by Northeastern High School AFJROTC and Commissioner William Sterritt led in the Pledge of Allegiance to the American Flag. Chairman Perry welcomed everyone present.

1. COMMENTS BY TONY STIMATZ:

Mr. Stimatz of 606 W. Main Street said although the referendum to raise sales tax by ¼ percent failed this past fall, we cannot continue to allow that lack of funds to keep us from funding our schools. He said funding schools at an adequate level is critical. He feels it is appropriate that the Board pass a property tax increase this year that covers the amount of money that would have been generated by the sales tax. He feels the sales tax referendum should be placed on the ballot as soon as possible so it can take effect the following fiscal year and if it passes, the Board should rescind the property tax increase. He stated that our children, community and citizens deserve it.

2. PRESENTATION OF PINS TO EMPLOYEES FOR YEARS OF SERVICE:

Chairman Perry called on the following county employees to receive a pin recognizing their years of service to Pasquotank County:

Employee	Department	Years of Service
Monek Adams	Library	10 years
Steven Judd	Sheriff	10 years

The Board congratulated and thanked the individuals for their years of service.

3. PRESENTATION OF PROCLAMATION FOR TEACHER APPRECIATION WEEK:

Chairman Perry recognized Ms. Tammy Sawyer, Community Schools Director to accept a proclamation for Teacher Appreciation Week. He read and presented the following proclamation to Ms. Sawyer:

**PROCLAMATION
TEACHER APPRECIATION WEEK
MAY 1-5, 2017**

WHEREAS, education is a career for the strong, the noble, the caring and the passionate and one that is deserving of great honor and appreciation; and

WHEREAS, teachers are leaders of excellence within their classrooms and the school, and are responsible for engaging students in challenging lessons and activities that provoke critical thinking; and

WHEREAS, teachers greatly influence and inspire student success by developing positive relationships with students, families and the community; and

WHEREAS, the teachers in Elizabeth City-Pasquotank Public Schools significantly impact the lives of their students by serving as educators, mentors, coaches, encouragers, and advocates; and

WHEREAS, teachers are most deserving of great appreciation for the work they do each day and for the contribution they make to this community and beyond by preparing our future leaders;

NOW, THEREFORE, in honor and sincere gratitude of all Elizabeth City-Pasquotank Public School teachers who serve their students, schools and our community with earnest dedication and commitment, the Pasquotank County Board of Commissioners proclaim the week of May 1-5, 2017 as Teacher Appreciation Week.

The Pasquotank County Board of Commissioners encourage students, parents, and community members to express their appreciation for our educators and all ECPPS staff during this special week of recognition.

BE IT FURTHER RESOLVED, this Proclamation be made part of the minutes of the Pasquotank County Board of Commissioners.

Adopted this 3rd day of April, 2017.

4. PUBLIC HEARING ON WHETHER THE BOARD SHOULD APPROVE A PROPOSED INSTALLMENT FINANCING AGREEMENT TO FINANCE THE COST OF CERTAIN REPAIRS AND IMPROVEMENTS:

Chairman Perry declared the meeting to be a public hearing on whether the Board should approve a proposed installment financing agreement in an amount not to exceed \$2,490,000 to finance the cost of 1) a HVAC at River Road Middle School in the amount of \$1,008,944, 2) a roof at Northeastern High School in the amount of \$352,891, 3) a roof at Sheep Harney Elementary School in the amount of \$323,699, 4) a roof at JC Sawyer Elementary School in the amount of \$501,272, and 5) a chiller at Pasquotank County High School in the amount of \$403,432. He asked if anyone would care to address the Board regarding the proposed installment financing. At the absence of comments, the public hearing was closed and he asked for comments from commissioners.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to adopt a resolution approving a proposed installment financing agreement with Towne Bank in the amount of \$2,490,000 to finance a HVAC at River Road Middle School, a roof at Northeastern High School, a roof at Sheep Harney Elementary School, a roof at JC Sawyer Elementary School, and a chiller at Pasquotank County High School. The motion carried unanimously and the following resolution was adopted.

WHEREAS: The County of Pasquotank (the “County”) has previously determined to undertake a project for the purchase of roof projects for JC Sawyer, Northeastern High School and Sheep Harney Elementary School, HVAC renovations for River Road Middle School and chiller replacement at Pasquotank County High School (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The County hereby determines to finance the Project through Towne Bank, in accordance with the proposal dated March 28, 2017. The amount financed shall not exceed \$2,490,000, the annual interest rate shall not exceed 2.32%, and the financing term shall not exceed ten (10) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the County are hereby authorized and directed to execute and deliver any

Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and Deed of Trust and a Project Fund Agreement as BB&T may request.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by County officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The County shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The County hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The County intends that the adoption of this resolution will be a declaration of the County's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the Towne Bank financing described above. The County intends that funds that have been advanced, or that may be advanced, from the County's general fund, or any other County fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of County officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 3rd day of March, 2017

5. AMENDMENTS TO THE AGENDA:

Chairman Perry asked if there were any amendments to the agenda. Vice-Chairman Sterritt requested that the agenda be amended to add the following items recommended by the Finance Committee to the Consent Agenda: 1) Approval of Budget Amendments; 2) Approval of bid for repairs to landfill walking trail; 3) Approval to use tourism funds for Albemarle Region's 350th Anniversary; and 4) Approval to sell laptop to retired employee. He also requested adding Recommendations from Appointments Committee to New Business.

6. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of March 20 and March 23, 2017 Commissioner Meetings

b. Approval of Tax Releases and Refunds

The Finance Committee has recommended approval of the following tax releases and refunds:

Tax Releases

		County	City
1.	Donald Lee Wassum	236.25	

Tax Refunds

		County	City
1.	Steve McQueen Gonzalez	246.98	212.87
2.	Richard Michael Huzi Jr.	110.96	95.63
3.	Carey William McNeil Jr.	220.43	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Chester O. & Ethelyn A. Sutton	29-C-11	Vacant

c. Call for Public Hearing on Landfill Expansion

The Board of Commissioners will hold a Public Hearing on May 15, 2017 at 7:00 PM, in Courtroom C in the Pasquotank County Courthouse, 206 E. Main Street, Elizabeth City, NC. The purpose of the public hearing is to explain the County's request to obtain a permit to expand its C&D (Construction and Demolition waste) Landfill Unit from the North Carolina Department of Environmental Quality, Division of Waste Management.

d. Approval of Budget Amendments

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

Emergency Management

Increase	010.0230.4433.02	Emergency Management Grant	13,015.00
Increase	010.4330.5600.00	Grant Funds	13,015.00

Fund Balance Appropriated

Increase	010.0550.4839.00	Miscellaneous Revenue	143,000.00
Decrease	010.0991.4991.00	Fund Balance Appropriated	143,000.00

E911

Increase	022.0220.4532.00	Other Grants	1,010,779.00
Increase	022.4328.5600.00	Grant Funds	1,010,779.00

Emergency Management

Increase	010.0230.4433.02	Emergency Management Grant	18,500.00
Increase	010.4330.5636.01	Additional Funding	18,500.00

Parks & Recreation

Increase	010.0110.4111.16	Ad Valorem Taxes-'16	22,360.00
Increase	010.6130.5359.00	Maintenance-Grounds	22,360.00

e. Approval of Repairs to Landfill Walking Trail

The Finance Committee has recommended approval of proposals by Stevenson Sand in the amount of \$20,610 for repairs to the Fun Junktion walking trail for damages incurred by Hurricane Matthew and from McDowell and Associations, PA in the amount of \$1,750 for contract administration of the project.

f. Approval of Request from Albemarle Region's 350th Anniversary for Funding

The Finance Committee has recommended approval of funding for the Albemarle Region's 350th Anniversary event from the Occupancy Tax Fund in the amount of \$5,500. An application will have to be submitted to the Tourism Development Authority to allocate the funds from the County's account.

g. Authorization for Michael Etheridge to Purchase County Laptop

The Finance Committee has recommended that retired Solid Waste Director Michael Etheridge be allowed to purchase his county-issued laptop for \$1.

Motion was made by Jeff Dixon, seconded by Lloyd Griffin to approve the Consent Agenda as amended. The motion carried unanimously.

7. CONSIDERATION OF REQUEST FOR ENDORSEMENT LETTER FOR COAST GUARD PARK:

The Board considered a request by Matt Schelly, Director of Community Development, City of Elizabeth City to send a letter of support for Coast Guard Park. Mr. Schelly explained that the City is participating in a funding proposal to the Parks and Recreation Trust Fund (PARTF) for purposes of developing improvements for Coast Guard Park. Improvements will include landscaping, parking, a boardwalk, two floating docks, picnic tables, and trash cans. He said the project totals approximately \$320,000. The City has approved a grant match of \$160,000. He

noted that the City is not asking for money, they are only asking for the County's support of the project.

Vice-Chairman Sterritt voiced concerns about launching canoes and kayaks off the property due to the depth of the water in that location. He suggested carrying them across the street at Charles Creek Park to launch them. Mr. Schelly assured him that he will take his concerns into consideration. After some discussion;

Motion was made by Jeff Dixon, seconded by Joe Winslow to send a letter of support for the Coast Guard Park application submitted by the City of Elizabeth City to the Parks and Recreation Trust Fund. The motion carried unanimously.

8. APPOINTMENTS TO BOARDS AND COMMITTEES:

Commissioner Bettie Parker presented the following recommendations from the Appointments Committee:

Elizabeth City Pasquotank County Community Relations Commission – Appoint Thomas Williford to fill the unexpired term of Daniel West, which will expire on 11-30-17.

Child Fatality Prevention Team – Appoint Carla Godwin, EMS Training Officer to replace Jerry Newell.

Home Community Care Block Grant Advisory Committee – Reappoint Laura Alvarico, Herb Mullen, Jill Jordan, Jean Allen, and David Boone to additional two-year terms and appoint Camille Craft, Debbie Brinson, and Lauren Turner to two-year terms.

Motion was made by Bettie Parker, seconded by Joe Winslow to approve the appointments to boards and committees as recommended by the Appointments Committee with the exception of the appointment to the Elizabeth City Pasquotank County Community Relations Commission which will lay over until the next meeting. The motion carried unanimously.

9. REPORT FROM COUNTY MANAGER:

County Manager Bunch reported that the following item was recently listed on sold on GovDeals.com.

Description	Buyer	Total
Law Books	Otto Allen (Moyock, NC)	\$5.00

Mr. Bunch reported the following:

March 30, 2017 – we received notification from NC Department of Agricultural and Consumer Services, Division of Soil & Water Conservation that Pasquotank County Soil & Water Conservation received a grant in the amount of \$181,202.00 to remove stream debris. Pasquotank County Soil & Water Board members reported during their annual report that they were applying for the funds following Hurricane Matthew. Request for Proposals were sent out for multiple projects in the Upper Little River and Knobbs Creek. Three contractors have been awarded contracts. They are working under the supervision of Dwane Hinson. The contractors will work until May and then have to pull out until late fall.

Chamber of Commerce is holding a presentation for all the different branches of the Coast Guard and other selected individuals on May 12th. Please inform staff if you would like to attend.

10. REPORTS FROM COMMISSIONERS:

Commissioner Parker reported that on March 21st she visited the hospital's new orthopedic center which opened in mid-February. She said it is Sentara Albemarle's first facility to receive the system's Sports Medicine designation. The \$1.5 million facility is a major renovation on the 2nd floor of the hospital and brings the entire care in orthopedics under one roof. She attended the joint meeting of the Hospital Authority and the Board of Commissioners on March 23rd, as well as a retirement ceremony for Michael Etheridge. On March 30, she attended the League of Women Voters of Northeastern North Carolina Community Meeting where they discussed "Health Care Reform".

Commissioner Griffin said he received an e-mail from our lobbyists Joe and Henri McClees regarding the expansion of option sales tax for education. He asked staff to research.

Vice-Chairman Sterritt attended the Social Services Board meeting this morning. He said if the Medicaid expansion occurs, the social service's department will be asking for permission to hire three new people. He also attended the League of Women Voters meeting. He suggested the Board, as a group, do something significant to support Dr. Coleman and Jan Robinson to encourage their efforts in assuring all children have medical coverage. Commissioner Meads responded that he feels this issue is very complicated and he does not feel that there is anybody on the Board that has enough knowledge about it to discuss it in detail. Commissioner Sterritt said he is not asking the Board to make a decision tonight.

Chairman Perry attended a Chamber event, as well as a Northeast Alliance meeting in Greenville. He spoke with Sentara Albemarle Hospital President Coleen Santa Ana regarding medical situations in the community.

Motion was made by Frankie Meads, seconded by Joe Winslow to adjourn the meeting. The motion carried and the meeting was adjourned at 7:53 PM.

CHAIRMAN

CLERK TO THE BOARD