

PASQUOTANK COUNTY, NORTH CAROLINA

APRIL 17, 2023

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, April 14, 2023 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Charles H. Jordan, Chairman
Barry Overman, Vice-Chairman
Lloyd E. Griffin, III
Sean Lavin
Jonathan Meads
Sam Davis, III

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
John Shannon, Assistant County Manager
R. Michael Cox, County Attorney
Mike Barclift, Management Fellow
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Charles Jordan. Commissioner Jonathan Meads gave the invocation and Commissioner Lloyd Griffin led in the Pledge of Allegiance to the American Flag. Chairman Jordan welcomed those in attendance.

1. OATH OF OFFICE:

The Honorable J. Carlton Cole, Retired Superior Court Judge thanked the Board and staff for passing a resolution allowing his portrait to be hung in the courthouse. He invited the Board and staff to attend the unveiling on Friday, May 19th at 4:00 PM in Courtroom A.

Judge Cole administered the Oath of Office to new Commissioner Clifford Shaw. Commissioner Shaw took his seat on the Board.

The Board congratulated Mr. Shaw and said they look forward to working with him.

2. AMENDMENTS TO THE AGENDA:

Vice-Chairman Barry Overman requested that the agenda be amended to add the following items recommended by the Finance Committee to the Consent Agenda: 1) Approval of Request for Part-time Social Worker III Position; 2) Approval of Child Support Services Contract; 3) Approval of Solid Waste/Landfill Contract; 4) Approval of Request from ECPPS to Transfer Capital Project Funds; 5) Approval of Contract for Sheriff's Office Vehicle Maintenance; 6) Approval of Interlocal Agreements for Central Communications and Emergency Management Services with Camden County and City of Elizabeth City; and 7) Approval of Interlocal Agreement for Animal Control Services with City of Elizabeth City.

Motion was made by Barry Overman, seconded by Lloyd Griffin to amend the agenda to add Items #1-7 to the Consent Agenda. The motion carried unanimously.

3. COMMENTS BY KOREN SHIVELY:

Chairman Jordan called on Koren Shively of 115 East Board Street to address the Board. Ms. Shively spoke regarding concerns she has with a recent visit to Sentara Albemarle Medical Center.

4. APPROVAL OF BOARD APPOINTMENTS:

Vice-Chairman Overman, Chairman of the Appointments Committee said at the last meeting the Appointment Committee recommended the Appointment of Norma Hatot-King to the Elizabeth City-Pasquotank County Human Relations Commission. A copy of her application has been provided to Board members, and the Board can give final approval to the appointment or can nominate other individuals to the vacancy.

Motion was made by Barry Overman, seconded by Lloyd Griffin to appoint Norma Hatot-King to the Elizabeth City-Pasquotank County Human Relations Commission. The motion carried unanimously.

5. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of April 3, 2023 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

Tax Release

	Taxpayer	County	City
1.	Geraldine Willis		212.50

Tax Refund

	Taxpayer	County	City
1.	Christopher Lynn Pendergrass		424.69

Solid Waste Fee Releases

	Owner's Name	Parcel ID #	Reason for Release
1.	Harry Erhardt	47-C-9	Vacant
2.	Stephanie L. & Keith Highsmith	P6-10	Vacant
3.	Samuel & Phyllis Price Life Est.	P93-20	Vancant

c. Approval of Extension of East Albemarle Regional Library (EARL) Contract

The Finance Committee has recommended approval of a three-year extension of the current EARL contract.

d. Approval of Organizational Chart

The Finance Committee has recommended approval of the County's updated organizational chart.

e. Approval of Request for Part-time Social Worker III Position

The Finance Committee has recommended approval of a part-time Social Worker III position at an hourly rate of \$29.98. Funding for the position is available in the DSS budget for the remainder of Fiscal Year 2022-23 and funding will be identified for Fiscal Year 2023-24.

f. Approval of Child Support Services Contract

The Finance Committee has recommended approval to retain YoungWilliams as the Child Support Services contractor. The contract will be for one year, with a FY 2023-24 cost of \$578,122, with an automatic renewal of up to four additional one-year periods as follows:

Contract Year	Fiscal Year	Price
1	July 1, 2023 - June 30, 2024	\$578,122
2	July 1, 2024 - June 30, 2025	\$589,684
3	July 1, 2025 - June 30, 2026	\$601,478
4	July 1, 2026 - June 30, 2027	\$613,507
5	July 1, 2027 - June 30, 2028	\$625,778

g. Approval of Solid Waste/Landfill Contract

The Finance Committee has recommended approval to retain Stevenson Sand as the Solid Waste/Landfill contractor for a three-year period, with two one-year renewals at a rate of \$14.50/ton for yard waste, \$35/ton for C&D, and \$200/load for scrap tires.

h. Approval of Request from ECPPS to Transfer Capital Project Funds

The Finance Committee has recommended approval to transfer \$23,549 of capital funds to the PW Moore Gym Restoration project.

i. Approval of Contract for Sheriff's Office Vehicle Maintenance

The Finance Committee has recommended approval of a three-year contract, with the option of two additional one-year consecutive terms, with Elizabeth City Buick GMC for Sheriff's Office Vehicle Maintenance.

j. Approval of Interlocal Agreements for Central Communications and Emergency Management Services with Camden County and City of Elizabeth City

The Finance Committee has recommended approval of Interlocal Agreements for Central Communications and Emergency Management Services with Camden County and the City of Elizabeth City.

k. Approval of Interlocal Agreement for Animal Control with City of Elizabeth City

The Finance Committee has recommended approval of an Interlocal Agreement for Animal Control Services with the City of Elizabeth City.

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

6. REPORT FROM COUNTY MANAGER:

Assistant County Manager John Shannon provided an update on the GREAT Grant. The contract from NCDIT came in last week, and has been executed by the County Manager. The grant will provide \$90,000 towards the \$2.7 million cost to provide broadband to 420 houses in the southwest/southeast/central part of the County.

7. REPORTS FROM COMMISSIONERS:

Commissioner Lavin stated that the Parks & Recreation meeting was canceled due to lack of the quorum. He heard great things about the Tarwheel Cycling event that took place over the weekend.

Commissioner Griffin said his meetings start next week.

Commissioner Davis attended an event at the Food Bank. The SPCA meeting was cancelled.

Commissioner Meads attended the Utilities Committee meeting. They received an update on current projects. He said DOT was picking up trash on Oak Stump Road today. He stopped and thanked them for the work that they were doing.

Vice-Chairman Overman attended the Visitor's Experience Committee meeting. They approved funding for the Potato Festival.

Chairman Jordan attended the Food Bank Celebration. He also attended the ECSU Purple Heart Celebration. Lastly, he participated remotely in the Business Advisory Board meeting.

Chairman Jordan presented the following list of Commissioner appointments to internal standing committees and boards:

Internal Committees	Charles Jordan	Barry Overman	Clifford Shaw	Jonathan Meads	Sam Davis	Sean Lavin	Lloyd Griffin
Finance Committee	x	xx	x	x	x	x	x
Governance Committee		x	xx				x
Board Appointments Committee	x	xx				x	
Building & Grounds Committee				xx	x		x
Personnel Committee	xx	x	x				
Special Projects Committee		x	xx			x	
Water Committee				x		xx	x
Solid Waste/Landfill Committee	xx			x	x		
Commerce Park Ad Hoc				x		x	xx
xx Chairman							
x Committee Member							
Two private citizens are appointed to the Solid Waste/Landfill Committee: Dennis Herring, Melvin Reid							

Chairman Jordan presented the following recommendations for Commissioner appointments to external boards and committees:

Board Appointments	Charles Jordan	Barry Overman	Clifford Shaw	Jonathan Meads	Sam Davis	Sean Lavin	Lloyd Griffin
Airport Authority							x
Albemarle Commission							x
Animal Control Board			x				
Central Communications		x					
COA		x					
District Jail Commission	x		x				
Drainage Committee	x						
EDC	x					x	x
EC Chamber	x						
EC Downtown						x	
EMS		x		x			
Greenways					x		
Health Board				x			
Highway 17							x
Inter County Transit Authority					x		
Human Relations Commission					x		
Joint Recreation Advisory Committee	x					x	
Local Emergency Planning		x					
Newland Water Management						x	
NRAB – Trillium (Mental Health)	x						
Pasquotank Library (ex officio)	x						
Public Safety		x					
Joint Redevelopment Commission			x				x
Region R Workforce Investment							x
RC&D				x			
RPO							x
Social Services					x		
SPCA			x				
Tourism			x				

Motion was made by Barry Overman, seconded by Sam Davis to confirm the appointments to external boards and committees as presented by Chairman Jordan. The motion carried unanimously.

There being no further business before the Board;

Motion was made by Lloyd Griffin, seconded by Barry Overman to adjourn the meeting. The motion carried and the meeting was adjourned at 6:20 PM.

CHAIRMAN

CLERK TO THE BOARD