

**PASQUOTANK COUNTY, NORTH CAROLINA  
JUNE 19, 2017**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, June 19, 2017 in Courtroom C in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Rodney Bunch, County Manager  
R. Michael Cox, County Attorney  
Sheri Small, Finance Officer  
Shelley Cox, Planning Director  
Lynn Scott, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Cecil Perry. Commissioner Lloyd Griffin gave the invocation and Commissioner William Sterritt led in the Pledge of Allegiance to the American Flag. Commissioner Sterritt reminded everyone present that we are five days removed from Flag Day. He gave a brief history of the American Flag. He asked that as everyone recites the pledge this evening they take the time to think about things that are happening in the country currently and things that we can do to continue to have a country of excellence.

Chairman Perry thanked members of the audience for coming out and participating in tonight's meeting. He feels unity and working together is the best way to solve problems in the community, as well as in the world.

**1. PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017-18 COUNTY BUDGET:**

Chairman Perry declared the meeting to be a public hearing on the proposed county budget for fiscal year 2017-18. He asked if anyone would care to comment on the proposed budget. There being no comments, the public hearing was closed.

Motion was made by Jeff Dixon, seconded by Bettie Parker to approve the FY 2017-18 budget as proposed. The motion to adopt the proposed FY 2017-18 budget and the following Budget Ordinance carried by a six to one margin with Commissioner Meads voting against the motion.

**BUDGET ORDINANCE  
FISCAL YEAR 2017-2018**

**BE IT ORDAINED THIS 19th DAY OF JUNE, 2017 BY THE BOARD OF COMMISSIONERS OF PASQUOTANK COUNTY, NORTH CAROLINA:**

**I. GENERAL FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the General Fund for the operation of county government and its activities for the fiscal year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this county:

Governing Board.....	\$	97,572
County Manager .....		271,155
Personnel/Payroll.....		118,751

Finance Department .....	325,197
Data Processing.....	352,849
Tax Administration .....	607,327
County Attorney .....	192,752
Court Facilities.....	55,000
Elections Board.....	232,327
Register of Deeds .....	245,945
Public Buildings.....	1,251,478
Health & Social Services Building .....	223,409
Non-Departmental.....	281,510
Sheriff's Department.....	3,639,569
School Resource Officers .....	316,224
Jail .....	2,846,047
Central Communications.....	1,273,763
Emergency Management .....	144,554
Central Fire Department.....	558,897
Intercounty Fire Department .....	67,850
Newland Fire Department .....	65,250
Weeksville Fire Department.....	62,650
Providence Fire Department.....	88,000
Nixonton Fire Department.....	44,614
Building Inspector.....	251,800
Emergency Medical Services .....	4,476,183
Animal Control .....	291,777
Planning Department.....	161,720
Geographic Information Systems .....	122,495
Economic Development .....	1,320,672
Cooperative Extension Service.....	215,019
Soil & Water Conservation .....	74,861
Public Health .....	230,726
Public Schools .....	12,484,000
College of The Albemarle .....	2,160,000
Parks & Recreation & Senior Center .....	1,039,912
Special Appropriations:	
-Miscellaneous.....	466,585
-Contribution to:	
Public Assistance Fund.....	3,242,837
Pasquotank Library Fund.....	583,400
Reappraisal Reserve .....	40,000
Contingency.....	40,000
Debt Retirement.....	<u>4,939,049</u>
 TOTAL GENERAL FUND	 \$ 45,503,726

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Ad Valorem Taxes .....	\$22,401,500
Motor Vehicle Tax .....	2,333,000
Sales Tax 1% .....	4,000,000
Sales Tax ½% .....	4,000,000
Land Transfer Tax.....	800,000
Franchise Fees .....	200,000
Wine & Beer Tax.....	95,000
Lottery Fund .....	400,000
Inspection Fees .....	60,000
Recording Fees .....	190,000
Documentary Stamps .....	100,000
Interest on Investments.....	80,100
ABC Store Revenue .....	140,000
EMS Revenue from Services.....	3,414,537
Revenue – Sentara Albemarle Hospital .....	450,000
Rent Revenue.....	1,685,792

Loan Proceeds.....	1,740,105
Other Revenue .....	2,857,166
Fund Balance Appropriated.....	<u>556,526</u>

TOTAL GENERAL FUND \$45,503,726

**II. SOCIAL SERVICES FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Social Services Fund for administration of and payments to recipients of public assistance for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Administration .....	\$ 6,728,378
Special Assistance.....	481,000
Child Care Services.....	1,863,870
Foster Care.....	90,000
Adoption Assistance .....	69,892
Crisis Intervention.....	171,974
Low Income Energy Assistance .....	171,974
Other.....	<u>131,608</u>

TOTAL SOCIAL SERVICES FUND \$ 9,708,696

SECTION 2 – REVENUES: It is estimated that the following revenues will be available to the Social Services Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Federal and State Grants & Other Sources.....	\$ 6,465,859
Contribution from General Fund .....	<u>3,242,837</u>

TOTAL SOCIAL SERVICES FUND \$ 9,708,696

**III. LIBRARY FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Library Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Operating Expenses.....	\$ 723,450
-------------------------	------------

TOTAL LIBRARY FUND \$ 723,450

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Library Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fees & Fines .....	\$ 14,000
Copies.....	7,000
Interest.....	300
Contribution from Pasquotank County General Fund .....	583,400
Fund Balance Appropriated.....	50,000
Misc. Revenue .....	750
Loan Proceeds.....	<u>8,000</u>

TOTAL LIBRARY FUND \$723,450

**IV. CAPITAL RESERVE FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Capital Reserve .....	\$ 417,742
Reserve – Commerce Park.....	24,700
Reserve – Landfill .....	<u>300,808</u>

TOTAL CAPITAL RESERVE FUND \$ 743,250

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Interest Earned\$ 2,500  
Fund Balance Appropriated ..... 640,750  
Transfer from Solid Waste..... 100,000

TOTAL CAPITAL RESERVE FUND \$743,250

**V. EMERGENCY TELEPHONE FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Operating Expenses..... \$ 458,000

TOTAL EMERGENCY TELEPHONE FUND \$ 458,000

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

NC 911 PSAP ..... \$ 392,276  
Interest Earned..... 1,000  
Fund Balance Appropriated..... 64,724

TOTAL EMERGENCY TELEPHONE FUND \$ 458,000

**VI. REAPPRAISAL RESERVE FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Reappraisal Reserve Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Reappraisal ..... \$ 40,000

TOTAL REAPPRAISAL RESERVE FUND \$ 40,000

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Reappraisal Reserve Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Transfer from General Fund..... \$ 40,000

TOTAL REAPPRAISAL RESERVE FUND \$ 40,000

**VII. DRAINAGE DISTRICT FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Drainage District Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Maintenance..... \$ 5,300

TOTAL DRAINAGE DISTRICT FUND \$ 5,300

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Drainage District Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Revenue from Assessments.....	\$	5,300
<b>TOTAL DRAINAGE DISTRICT FUND</b>	<b>\$</b>	<b>5,300</b>

**VIII. OCCUPANCY TAX FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Occupancy Tax Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Tourism Board.....	\$	640,000
<b>TOTAL OCCUPANCY TAX FUND</b>	<b>\$</b>	<b>640,000</b>

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Occupancy Tax Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Occupancy Tax Revenue.....	\$	640,000
<b>TOTAL OCCUPANCY TAX FUND</b>	<b>\$</b>	<b>640,000</b>

**IX. WATER SYSTEM FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Operating Expenses.....	\$	1,732,039
Capital Outlay.....		105,000
Transfer to RO.....		169,639
Water Purchase.....		1,130,000
Operating Expenses – Sewer Department.....		<u>302,526</u>
<b>TOTAL WATER SYSTEM FUND</b>	<b>\$</b>	<b>3,439,204</b>

SECTION 2 – REVENUES: It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Sale of Water.....	\$	2,904,704
Hookups.....		75,000
Sewer Revenue.....		320,000
Interest on Investments.....		15,000
Penalties & Fees.....		80,000
Tower Rental.....		37,500
Miscellaneous.....		<u>7,000</u>
<b>TOTAL WATER SYSTEM FUND</b>	<b>\$</b>	<b>3,439,204</b>

**X. REVERSE OSMOSIS PLANT FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Reverse Osmosis Plant Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Operating Expenses.....	\$	716,075
Capital Outlay.....		65,000
Debt Retirement.....		<u>1,134,147</u>

TOTAL REVERSE OSMOSIS PLANT FUND \$ 1,915,222

SECTION 2 – REVENUES: It is estimated that the following revenues will be available to the Reverse Osmosis Plant Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Sale of Water .....	\$ 1,603,000
Elizabeth City - 24" Line.....	122,583
Interest Earned.....	20,000
Transfer from Water System .....	<u>169,639</u>

TOTAL REVERSE OSMOSIS PLANT FUND \$ 1,915,222

**XI. LANDFILL FUND**

SECTION 1 – APPROPRIATIONS: The following amounts are hereby appropriated in the Landfill Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Operating Expenses – Landfill .....	\$ 2,413,005
Capital Outlay - Landfill .....	180,000
Operating Expenses – Convenience Sites .....	2,153,475
Capital Outlay – Convenience Sites .....	12,000
Operating Expenses - Transfer Station .....	128,075
Capital Outlay – Transfer Station .....	<u>25,000</u>

TOTAL LANDFILL FUND \$ 4,911,555

SECTION 2 – REVENUES: It is estimated that the following revenues will be available to the Landfill Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Tipping Fees .....	\$ 2,330,000
Solid Waste Fees.....	2,385,000
Tire Disposal Fees.....	50,000
White Goods Disposal Fees.....	12,000
Sale of Scrap Metal.....	19,055
Sale of Assets.....	25,000
State Grants .....	30,000
Miscellaneous .....	<u>60,500</u>

TOTAL LANDFILL FUND \$ 4,911,555

**XII. SCHOOL APPROPRIATIONS**

SECTION 1: The appropriation to the Board of Education first shall be made from any such funds which are dedicated to the use of the schools and secondly shall be made from general county fund revenues to the extent necessary to meet approved appropriations.

SECTION 2: The total appropriation for Current Expense from General Fund is \$11,164,000.

SECTION 3: The total appropriation for Capital Outlay from General Fund is \$1,320,000.

**XIII. OTHER PROVISIONS**

SECTION 1: The County Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- a) He may transfer amounts between objects of expenditure within a department except salary amounts without limitation.
- b) He may not transfer any amounts between departments or funds from any contingency appropriation within any fund.

SECTION 2: No expenditure may be made in any line item that exceeds the amount set forth in the chart of accounts without prior authorization by the County Manager or Board of Commissioners.

SECTION 3: The County Manager and Clerk to the Board are hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes: (1) Form grant agreements to public and non-profit organizations; (2) Leases of normal and routine business equipment where the annual rental of each is not more than \$20,000; (3) Consultant, professional or maintenance service agreements where the annual compensation of each is not more than \$20,000; (4) Purchase of apparatus, supplies, materials, or equipment where formal bids are not required by law; (5) Agreements for acceptance of State, Federal, public, and non-profit organization grant funds, and funds from other governmental units for services to be rendered; (6) Construction or repair work where formal bids are not required by law; and (7) Liability, health, life, disability, casualty, property or other insurance or retention and faithful performance bonds (other than for the Sheriff and Register of Deeds). Other appropriate county officials are also authorized to execute or approve such insurance and bond undertakings as provided by law.

#### **XIV. FEES**

SECTION 1: There is hereby established a fee of \$66.00 per ton for residential garbage and \$69.00 per ton for commercial garbage disposed of at the Pasquotank County Transfer Station for the purpose of raising the revenue listed in the Landfill Fund – Part XI, Section 2 of this ordinance.

SECTION 2: There is hereby established a fee of \$50 per ton for land clearing and inert debris disposed of at the Pasquotank County LCID Landfill for the purpose of raising the revenue listed in the Landfill Fund - Part XI, Section 2 of this ordinance.

SECTION 3: There is hereby established a fee of \$50 per ton for construction and demolition material disposed of at the Pasquotank County C&D Landfill for the purpose of raising the revenue listed in the Landfill Fund-Part XI, Section 2 of this ordinance.

SECTION 4: There is hereby established a solid waste availability fee of \$144 per household for the purpose of raising the revenue listed in the Landfill Fund-Part XI, Section 2 of this ordinance. The solid waste availability fee will remain at \$75 for low-income senior citizens who qualify for the property tax reduction.

#### **XV. TAX LEVY**

SECTION 1: There is hereby levied a tax at the rate of seventy-seven cents (77¢) per One Hundred Dollar (\$100.00) valuation of property listed for taxes as of January 1, 2017 for the purpose of raising the revenue listed in the General Fund - Part I, Section 2 of this ordinance.

SECTION 2: This rate of tax is based on a total valuation of property for the purpose of taxation of \$3,257,495,355 and an estimated rate of collection of 96%.

SECTION 3: There is hereby levied an assessment of twenty-seven cents (27¢) per acre for the Drainage District Fund for the purpose of raising the revenue to maintain the drainage in the Newland service district.

Approved on June 19, 2017 by the following vote of the members of the Pasquotank County Board of Commissioners: six in favor; one opposed.

---

Cecil Perry, Chairman  
Pasquotank County Board of Commissioners

Attest:

---

Lynn B. Scott, Clerk to the Board

## **2. COMMENTS FROM CITIZENS REGARDING COA BOARDWALK REPAIRS:**

Chairman Perry opened the floor for comments regarding the County submitting a final application for a grant of \$80,000 from the NC Division of Coastal Management for repairs to the boardwalk behind College of the Albemarle and Sentara Albemarle Medical Center.

Chairman Perry recognized Mary Ann Mason of 135 Pine Street, Camden. Ms. Mason noted that although she does not live in Pasquotank County, she works and volunteers here. She said she is a ceramics teacher at College of the Albemarle and her building is next to the nature center. She said it is very seldom that no one is there enjoying the nature walk. She said people exercise there, they walk their dogs, and some just walk down it to enjoy its beauty. She hopes the County does all it can to keep this treasure available to the public.

Ms. Helen Banks of 1396 Soundneck Road said she walked the trail today and it is in need of repair. She stated that she observed several groups of people on the boardwalk earlier today. She thanked the Board for funding the repairs.

Dr. Kurt Hunsberger of 900 W. Church Street said when his family moved here in 1975 it was very difficult to find any public access to the river, but happily that has changed. He stated that he can walk downtown from his house on Church Street and see a sunrise off the river very easily. He said the boardwalk behind COA is a well-kept secret. He often takes family and friends who are visiting Elizabeth City on the boardwalk. He said they have received great responses from them. One of the things we should consider is how intangible the boardwalk is to our community. He feels things like this are what keep people coming to a community. He is impressed by all of the work that had to be done initially to build it. He noted that in the last couple years it has deteriorated and it would be wonderful if it can be repaired.

Mr. Dean Mattix of 1240 N. Road Street stated that he is the district vice president of the local YMCA and he would like to share his thoughts about the boardwalk. He said northeastern North Carolina has more waterfront than any other state on the east coast except Florida. He said Pasquotank County has miles of waterfront, but sadly unless you own a six figure home on the water or a boat your choices are limited to experience the waterfront. He said the COA boardwalk has been a welcome vacation for the members of the YMCA. He states that at least 100 of their members go for walks and runs on the boardwalk each month. He said they take their camp and after-school children out there regularly. He noted that the educational elements throughout the boardwalk are phenomenal and it is a community resource from their perspective. He went on to say it is utilized heavily.

Mr. Mattix explained that he loves his job, but every once in a while the stress of it becomes a little much, and sitting in the office and looking at the four walls is not helpful. Many times he finds himself walking out of the YMCA and walking out to the boardwalk. He said he immediately begins to feel like he is 100 miles away from the stress. He knows he is not alone and many members have the same experience. He said to be able to run or walk on an outdoor boardwalk with a million dollar view at no charge is a different level than walking on a treadmill. He is excited about the application and he thinks we will see an increased usage of the boardwalk from COA and the YMCA membership. He said the YMCA is a strong supporter of this application.

Mr. Buck Jolly of 1607 Inlet Drive said the newspaper just put out a book entitled 100 Things to Do in the Albemarle Area this Summer. He feels the nature trail should be moved to the top of the list. He said the trail is absolutely beautiful. Years ago the old sailing boats would come in and tie up and barnacles would fall off the ships because they were in the cypress water. He said the boardwalk is one of the most beautiful and relaxing places you could possibly be. On the other side of the river there is nothing but vegetation and beautiful trees. He stated that we have the most beautiful, dark blue water in that area. Many years ago sailing ships would get water out of Lake Drummond to take with them to sea. He said this water has been used for years by sailors. He said the trees and wildlife are beautiful. He noted that it is one of the most beautiful places we have in Pasquotank County and we need to keep it that way so that our children, our students, and our parents can enjoy seeing the Pasquotank River in the years to come. He encouraged everyone to go to the boardwalk and experience it for themselves. He asked the Board to fight to make this project happen.

Ms. Patricia Sterritt of 1696 Nixonton Road stated that she is a former art and nursing teacher at COA. She stated that there are many health and esthetic benefits of the trail and she cannot



recommend the trail highly enough. She said when it was first developed people found it without any kind of ads being run or fliers put out. Over time she began to see people walking their dogs on the trail, as well as people jogging and others from the hospital utilizing it during their lunch break. She said COA's faculty began to use the trail for educational purposes, such as Biology and Art. Many have enjoyed the plants and animals along the walk. She hopes that we can maintain the trail and show the kids the value of it.

Vice-Chairman Sterritt stated that when this whole process started there were a lot of people in Elizabeth City and the surrounding area that were very helpful in getting initial grants and so forth. Initially it was a \$300,000 effort. President Sylvester McKay and Dr. Sterritt went to a meeting at the Elizabeth City Foundation. They were told by Ray Jones who was the director of the EC Foundation that there was no money available. They were determined to make a presentation. Fred Riley was the chairman of the group of 3 who made decisions about who was to be given grants. Fred convinced the individuals of the Elizabeth City Foundation to donate \$20,000. The Board and audience applauded Mr. and Mrs. Riley who were in attendance.

Commissioner Dixon said he would like to echo Vice-Chairman Sterritt's comments about the Rileys. He said this is not the only project that they have been involved in. They have helped fund many projects such as COA and Museum of the Albemarle and he would like to give them a heartfelt thanks. He said Elizabeth City and Pasquotank County would not be where we are without their generosity.

Commissioner Meads said he has not personally been on the COA walking trail, but growing up he and his kids were on every trail that there was. He said he will certainly be taking his grandchildren to the trail in the future.

Commissioner Winslow said he is very proud of the project and supports it entirely. He walked the trail not so long ago and saw the condition that it is in. He said it is a beautiful facility and he would love to see it back to the previous state.

Commissioner Parker noted that she has not been on the trail herself. She did not know that it existed until Vice-Chairman Sterritt so passionately started the project. She said she has donated to the cause and as she listens to the individuals who spoke tonight, it makes her want to support the cause even more in the future. She plans to make a visit in the near future.

Chairman Perry thanked everyone for their efforts and noted that he supports the project and looks forward to it becoming more accessible and usable.

County Manager Bunch noted that the Board has already supported the grant application that is being prepared. He said the grant application is due by August 14<sup>th</sup> and we are well on track to do that. He said this is just a process to put with the application material. He assured the public that their comments will help tremendously with the application.

### **3. COMMENTS BY JOSEPH PERSICO:**

Chairman Perry recognized Joseph Persico who said he comes tonight representing Northeast North Carolina Progressives. He spoke with City Council and Mayor Peel last week and he hopes the Board will hear him as well as they did. He urged the Board to join many other cities and counties across the country by passing a resolution to agree to work towards the goals set forth in the Paris Climate Agreement. He said beyond passing a resolution there is no formal process for counties to join the Paris Agreement. He stated that you simply adopt the spirit and the goals of the agreement and support it with tangible local level actions. For examples, you could create a greenhouse gas inventory, set near and long-term targets to reduce emissions in line with what is required by the Paris Agreement, and develop a climate action plan that aligns with the county's targets and goals. He said we can also resource city led activities to demonstrate year-on-year progress. He stated that several hundred mayors, cities and counties have supported the Paris Agreement and have decided to work towards these goals. The main goal is that strategies are put into place to limit the warming of our planet to less than two degrees Celsius. He said climate change is not a hoax and there is consensus among the world's leading climate scientists that global warming, caused by emissions of greenhouse gases from human activities is among the most significant problems facing the world today. He stated that our county has shown that we support green energy through the installation of the wind turbines and the solar fields, so let us solidify our place in history on the right side of this issue. We have the knowledge to do the right thing, so let's make a positive change in the world.

Mr. Persico said he has sent the Board a sample resolution earlier in the day for them to consider.

**4. PUBLIC HEARING ON SUBDIVISION VARIANCE REQUEST 17-01:**

Subdivision Variance request 17-01 is a request for a variance from the family subdivision requirements by Pamela Bright Bell. Ms. Bell and Ms. Cox were sworn in by Attorney Cox. Ms. Cox explained that this is a request to create a gift lot for Ms. Bell's daughter at 560 Old Halls Creek Road. The property is zoned A-1, Agricultural. She said the land uses in the area are residential and woodlands. It is located in the 100 year flood zone. She stated that Ms. Bell will need a variance from the family subdivision requirements that requires all lots of a family subdivision shall have a minimum of 25' of frontage upon a State-maintained road.

Ms. Cox stated that Ms. Bell submitted the application in April and she is requesting to give her daughter a gift lot. The property has been owned by Ms. Bell since August, 2011 and prior to that it was owned by Ms. Bell's father. It has been in the family for over 30 years. The parcel to be divided contains approximately 5 acres and has 330' of frontage on Old Halls Creek Road, which is a private right-of-way that is not state maintained. In order to create a family subdivision lot with no state road frontage, a variance from Article 3, Section 303(1) of the Pasquotank County Subdivision Ordinance is required. She said the Planning Board reviewed the request on May 25, 2017 and they recommended approval of the variance.

Chairman Perry declared the meeting to be a public hearing on Subdivision Variance 17-01 and he asked if there were any comments.

Commissioner Griffin asked if the property is impacted by the Army Corp or CAMA regulations. Ms. Cox answered, to the best of her knowledge there are no wetlands on the property and there are no CAMA setbacks. Ms. Cox explained that the applicant is proposing to split the 5 acre parcel into a two lots.

Commissioner Meads asked if there is access to the state road. Ms. Cox answered yes. Old Hall's Creek Road is a dedicated, private right-of-way that provides access to Hall's Creek Road.

Commissioner Dixon asked if Ms. Bell lives on the current residual 2 acres. Ms. Cox stated that at this time the entire parcel is vacant. Ms. Bell is proposing to subdivide it. She plans to build a house on the residual 2 acres and give 3 acres to her daughter to build a house on eventually.

Commissioner Sterritt asked if the Old Hall's Creek Road goes all the way down to the river. Ms. Cox said based on the aerial photography that she has seen it does not appear to go all the way to the Little River. She said there is a parcel at the end of the lane that backs up to the Little River where the lane ends. Commissioner Sterritt asked how the applicant will get out of the location. Ms. Cox answered through the Old Hall's Creek Road right-of-way onto Hall's Creek Road. She noted that it is a privately maintained, dirt road and there are several houses on it already.

Commissioner Dixon asked if both residents will have their own driveways. Ms. Cox said they will. Commissioner Dixon said he feels it is very important for both lots to have their own driveways.

Commissioner Griffin asked if the lots will perk since they are in a flood zone AE. Ms. Cox said the entire area is in a 100-year flood zone. She said should the variance be granted and Ms. Bell gets a survey done of the property they will require health department evaluation at that time. She said the 100-year flood zone is seen throughout 50-60% of Pasquotank County.

Ms. Bell reported that the land has perked with the Regional Health Department. She said the land has been in the family for 30 years. She explained that she plans to build on the 2 acre lot and she wants to give the remainder to her daughter. Her daughter is currently attending dental school at East Carolina University and she hopes that when she graduates she will return to our area and build on the lot. She assured the Board that she will follow the necessary procedures so that she can build on the lot. She noted that they will both have a driveway.

At the absence of further questions, the public hearing was closed.

Motion was made by Jeff Dixon, seconded by Frankie Meads to make the following findings and to grant Subdivision Variance Request 07-01:

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.

*The parcel contains five acres and the property owner wishes to continue familial ownership of the property by giving her daughter three acres of land while retaining two acres for herself.*

2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.

*The property is unique in that it has 330' of frontage along Old Halls Creek Road, a privately maintained right-of-way.*

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.

*This property has belonged to the applicant's family for over thirty years - prior to the adoption of the Family Subdivision requirements.*

4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured and substantial justice is achieved.

*The property owner wishes to build a house on two acres of the parcel and give her daughter the remaining three acres which is consistent with the spirit and intent of the Family Subdivision Ordinance.*

The motion carried unanimously.

##### **5. PRESENTATION OF NCACC VIDEO ON OPIOID ABUSE:**

The Board was shown a video of NCACC President and Davidson County Commissioner Fred McClure calling on all counties to convene their own leadership forum in order to have informed discussion about what local elected officials can do to address opioid abuse in their community.

Chairman Perry explained that he received a packet from Neil Emory at the NCACC, which provides information and materials that will be useful in hosting a forum. He said it will require some coordination with local officials. He stated that we need to set a date when we can get together and form an agenda that will allow us to present this to our community. He stated that he had no earthly idea that this was happening in our community. He contacted the director at the health department and he is willing to help and participate in any way he can. He feels sure the City will take part as well. He said if members of the Board have any ideas of ways we can involve our citizens he would certainly like to hear them.

Vice-Chairman Sterritt said he has invited the Chairman to the next Department of Social Services meeting at 9:30 AM on July 3<sup>rd</sup>. There will be a gentleman coming to talk about Methadone, which is directly involved with what we are talking about. He invited fellow board members to attend.

Commissioner Winslow said this has been a national issue that has grown. He stated that President McClure has made this his personal call. On television this morning, he heard that 144 people die every day in the United States related to opioid abuse. He stated that this has to be dealt with on a local level and not a national level. People in the local area have to realize that we have had enough of this and it is time to turn this around. He said President McClure is asking every county to make this a major project to try to do all we can to try to reverse what is occurring in our county and in northeastern North Carolina. He said we need to rally behind this and support it because we are saving lives when we do.

Commissioner Dixon said he thinks all our agencies are doing a great job. He serves on the EMS Board and all of the paramedics are equipped with Narcan. He added that the Sheriff's Department is also equipped. He noted that six Dare County teenagers overdosed over the weekend. He feels the agencies are doing all that they can do, so we need to come together in some type of community forum and make sure that everyone is on the same page. He said we need to talk about it in the open and see if there is more that we can do. He feels we should reach out to the City and come together and talk about it. Chairman Perry suggested we go out into the communities like we did in the past when we were discussing redistricting. Commissioner Dixon suggested involving Sentara Albemarle Medical Center as well. He said we need to reach out to a broad base. Chairman Perry said the *Daily Advance* should write a news article about the forum to inform the public.

Commissioner Parker believes it is well known to the police department and EMS, because they are now considering that policemen carry the substance that can reverse the damage done by the drug and keep the individuals from dying. She said law enforcement can certainly give us ideas of what we can do to make it known to the community. She said a lot of us are unaware of this going on around us and are not aware of the urgency of it because our children are dying from this.

Commissioner Meads said it is not only children, but also adults. He shared an experience he had with two individuals who rented property from him. He said it was very sad. The individuals were prominent individuals in their thirties, with four children. There was no water or electric in the house.

Commissioner Dixon said he would be glad to take this on as chairman of the Special Projects Committee. He stated that the committee can look into it and bring some recommendations back to the full Board. Chairman Perry accepted Commissioner Dixon's offer for the Special Projects Committee to plan the forum.

Chairman Perry said he learned that caregivers of older individuals are taking painkillers from the elderly and selling them.

Mr. Bunch said the packet recommends inviting many of the agencies that the Board has discussed. He said he will be glad to work with the committee.

#### **6. AMENDMENTS TO THE AGENDA:**

Chairman Perry asked if there were any amendments to the agenda. Vice-Chairman Bill Sterritt requested that the following recommendations from the Finance Committee be added to the consent agenda: 1) Approval of budget amendments; 2) Approval of Pay Grade/Step for paramedic position hire; 3) Approval of 2017-18 ECPPS Public Schools capital outlay projects; and 4) Approval of proposals by Gallop Roofing & Remodeling, Inc.

Motion was made by Bill Sterritt, seconded by Jeff Dixon to approve the amendments to the agenda as presented. The motion carried unanimously.

#### **7. APPROVAL OF APPOINTMENTS TO BOARDS AND COMMITTEES:**

The Board considered the following recommendations made by the Appointments Committee at the last meeting for appointments to boards and committees:

- 1) Appoint Sean Lavin to the Nursing Home Community Advisory Committee
- 2) Appoint Sean Lavin to the Board of Zoning Adjustments
- 3) Appointment John Siemens to the Airport Authority

Commissioner Parker, Chairman of the Appointments Committee, asked if there were any further nominations for any of these committees. There being none;

Motion was made by Jeff Dixon, seconded by Joe Winslow to approve the appointments to boards and committees as recommended above. The motion carried unanimously.

#### **8. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of June 5, 2017 Commissioner Meeting

b. Approval of Tax Releases

The Finance Committee has recommended approval of the following solid waste fee releases:

Solid Waste Fee Releases:

		Parcel Number	Reason for Release
1.	Eula White Roach Heirs	P77-6	Vacant
2.	Geneva & Mary Stallings	26-B-27	Vacant
3.	Laura White Est.	26-E-16	Vacant

c. Approval of Family Subdivision Request FS 17-07 by Faye B. Sawyer

Staff recommends approval of Family Subdivision Request FS 17-07 by Faye B. Sawyer. Mrs. Sawyer is requesting to create a 1.27 acre gift lot for her grandson, William Berry Sawyer, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 140' feet of road frontage is provided to the parcel off of Salem Church Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision and an improvement permit has been issued for a septic system. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

d. Approval of Family Subdivision Request FS 17-08 by Faye B. Sawyer

Staff recommends approval of Family Subdivision Request FS 17-08 by Faye B. Sawyer. Mrs. Sawyer is requesting to create a 1.20 acre gift lot for her grandson, Marshall Axum Sawyer, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 209.57' feet of road frontage is provided to the parcel off of Salem Church Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision and an improvement permit has been issued for a septic system. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

e. Approval of Family Subdivision Request FS 17-09 by Faye B. Sawyer

Staff recommends approval of Family Subdivision Request FS 17-09 by Faye B. Sawyer. Mrs. Sawyer is requesting to create a 2.12 acre gift lot for her grandson, James Russell Sawyer, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 128.91' feet of road frontage is provided to the parcel off of Salem Church Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision and an improvement permit has been issued for a septic system. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

f. Approval of Pay Grade/Step for Paramedic Position Hire

The Finance Committee has recommended approval to hire Maria Schwartz as a full-time paramedic beginning July 16, 2017 at Grade 19, Step 4 rate of \$38,637 due to her six years of service in the field.

g. Approval of Budget Amendments

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

**Jail**

Increase	010.0180.4290.00	Gross Receipts Tax	16,000.00
Increase	010.0400.4431.08	Fingerprinting Fees	2,000.00
Increase	010.0400.4432.00	Jail Fees	3,000.00
Increase	010.4320.5190.00	Professional Services	21,000.00

**Emergency MGMT**

Increase	010.0991.4991.00	Fund Balance Appropriated	3,600.00
Increase	010.4330.5636.01	Additional Funding	3,600.00

**Newland VFD**

Increase	010.0600.4930.00	Insurance Proceeds	7,690.00
Increase	010.4343.5353.00	Maintenance-Vehicles	7,690.00

**Central Fire**

Increase	010.0110.4115.00	Interest on Delinquent Taxes	4,200.00
----------	------------------	------------------------------	----------

Increase	010.4340.5121.00	Salaries & Wages	3,000.00
Increase	010.4340.5181.00	FICA	200.00
Increase	010.4340.5261.00	Department Supplies	1,000.00

*h. Approval of 2017-18 ECPPS Capital Outlay Projects*

The Finance Committee has recommended approval of the following priority list as submitted by Superintendent Cartner:

2017-2018 Capital Outlay Budget		
Priority	Projects	Capital Outlay
1	1:1 Chromebook	\$320,000.00
2	CES- HVAC Replacement of 6 split heat pump system (600 Building)	\$90,000.00
3	NHS-HVAC Replacement of 6 split heat pump system (Cyber Campus)	\$90,000.00
4	SHES-Phase II Roof Replacement	\$225,000.00
5	PES-PHASE I Roof Restoration	\$210,000.00
6	SHES-Phase II Window Replacement	\$200,000.00
7	NHS-Roof Restoration (Gym Addition)	\$40,000.00
8	HLT-Roof Restoration (Administration Wing & Classrooms)	\$45,000.00
9	PWM- Replace phone system	\$40,000.00
10	H L Trigg-Interior & Exterior Painting	\$47,067.00
11	HVAC Connectivity Upgrade	\$12,000.00
<b>TOTAL</b>		<b>\$1,319,067.00</b>

*i. Approval of Proposal by Gallop Roofing & Remodeling, Inc.*

The Finance Committee has recommended approval of proposals submitted by Gallop Roofing and Remodeling, Inc. in the amount of \$54,118 for replacing a section of roof in the back half of the Edgewood Center and in the amount of \$57,926 for replacing a section of roof in the front half of the Edgewood Center.

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

**9. REPORTS FROM COUNTY MANAGER:**

County Manager Rodney Bunch reported that the following items were recently listed on sold on GovDeals.com.

Description	Buyer	Buyer Location	Amount
Oak desk	Thomas Robertson	Grantsboro, NC	\$5.00
(60) 55 Gal plastic drums	Eric Terry	Old Fort, TN	\$305.00
John Deere Lawnmower	Charles Snow	Asheboro, NC	\$1,920.00
1996 Ford F-250	Roy Holton	Bayboro, NC	\$761.00
			<b>\$2,991.00</b>

Clerk to the Board Lynn Scott informed the Board that the 2017 NCACC Annual Conference will be held August 10-12 in Durham County and asked that they let her know if they wish to attend.

**10. REPORTS FROM COMMISSIONERS:**

Commissioner Parker attended the Equality Rally for Unity and Pride. She also attended a meeting at the Cooperative Extension on Renewable Energy.

Commissioner Griffin reported that he attended the Albemarle Commissioner meeting. Currently, there are twenty clients on a waiting list for Meals on Wheels. He said if they were to start a new route, it would cost about \$5 per meal and require 20 volunteers. The Workforce Development Committee received several grants this year. He said they are very active in trying to put people to work. Next week he will be attending the Airport Authority meeting.

Commissioner Dixon reported that the Elizabeth City Boys and Girls Club and the Edenton Boys and Girls Club voted to merge into a new entity called the Albemarle Boys and Girls Club. He asked Attorney Cox to see if that will affect their lease with the County. He commended the County's maintenance staff for the work they do on the courthouse grounds. He noted that the old Medical Building and the Sweeney House beside the courthouse are deplorable. He asked that a letter be written to the City about the condition of the property.

Commissioner Winslow attended the Jail Commission meeting. He said they are doing well financially at this time.

Commissioner Meads attended the Code Council last week. They are working very hard to make the Code available on the internet in 2018. He attended the SPCA meeting where they discussed the need for a dog park. They are currently trying to find a location for the park. He stated that the Building and Grounds Committee toured the Old Elizabeth City Middle. He feels the annex is structurally sound. He said the front steps are turning up. He believes this is due to drain pipes on either side of the entrance causing erosion over the years. He thinks it would be a great place to have a senior citizen home. Commissioner Griffin said a decision needs to be made on how to move forward with accommodating the foyer and bathrooms for the facility. Commissioner Winslow suggested getting someone to perform an analysis of the building and come back with options. Commissioner Griffin noted that he observed two floors this afternoon that have settled. County Manager Bunch suggested scheduling a workshop to discuss the topic.

Vice-Chairman Sterritt attended the dedication of the splash park at Enfield Park. He is disappointed in the City's lack of interest in putting a dog park beside the splash park. He reiterated Commissioner Dixon's concerns with overgrowth on Elliott Street.

Chairman Perry attended the splash park dedication. He said he would like to see a splash park or some type of park in the Newland area so those citizens would not have to travel so far. He read a proclamation at the Elder Abuse Walk recently. He attended a program at COA welcoming their new president, as well as the Jail Commissioner meeting.

Motion was made by Frankie Meads, seconded by Jeff Dixon to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 8:55 PM.

---

CHAIRMAN

---

CLERK TO THE BOARD