

**PASQUOTANK COUNTY, NORTH CAROLINA
JULY 15, 2019**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, July 15, 2019 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Jeff Dixon, Chairman
Lloyd E. Griffin, III, Vice-Chairman
Cecil Perry
Frankie Meads
Charles H. Jordan
Sean Lavin
Barry Overman

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
R. Michael Cox, County Attorney
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Jeff Dixon. Vice-Chairman Lloyd Griffin gave the invocation and Commissioner Frankie Meads led in the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Chairman Dixon asked if there were any amendments to the agenda. Finance Committee Chairman Lloyd Griffin requested the agenda be amended to add the following items recommended by the Finance Committee today: 1) Approval of maintenance contracts for Central Communications and Sheriff's Department; 2) Approval of Monarch Lease; 3) Approval to declare EMS equipment as surplus; 4) Approval of EMS Billing Software Proposal; and 5) Approval of funds for vehicle maintenance for Soil and Water Conservation truck.

Motion was made by Lloyd Griffin, seconded by Charles Jordan to amend the agenda to add items #1 through #5 to the Consent Agenda. The motion carried unanimously.

2. PUBLIC HEARING ON CAMA GRANT APPLICATION FOR COA BOARDWALK REPAIRS, PHASE III:

Chairman Dixon explained that the County has been invited to submit a final application for a grant of \$79,750 from the North Carolina Division of Coastal Management for the Pasquotank River Public Access Improvement Project Phase III. The Pasquotank County Board of Commissioners, College of the Albemarle, and Sentara Albemarle Medical Center are collaborating to renovate an important public access site suitable for all ages and levels of physical activity. The boardwalk trail and kayak/canoe launch are located on the Pasquotank River behind COA campus and SAMC facilities on US 17 Business. The trail has a seven foot wide timber boardwalk, approximately 3,440 feet in length along the Pasquotank River shoreline and through natural wetlands.

Chairman Dixon declared the meeting to be a public hearing on a CAMA grant application for Phase III of the Pasquotank Public Access Improvement Project (COA Boardwalk).

Ms. Nancy Bailey Muller spoke in favor of moving forward with the grant application, noting that it is a wonderful asset to our area. She hopes that we work aggressively to get the money needed to keep the boardwalk up so the residents in our area, as well as visitors can continue to enjoy it for many years to come.

Mr. Rodney Johnson spoke in favor of the application. He said he serves on the Albemarle RC&D and they are proud to be able to write the CAMA grants that are being used to do this wonderful project. He has done some volunteer work, replacing boards over the past couple of years. During that time, he observed a lot of users.

Ms. Amy Alcocer, Executive Director of the COA Foundation, spoke in favor of the application. She stated that she supports the project and on behalf of the foundation, they are happy to continue their fundraising efforts to make sure we can meet our matching components.

Dr. Travis Twiford, Interim COA President, spoke in favor of the application. He stated that the facility is utilized heavily by COA, the hospital, the YMCA, and the community. He encouraged the Board to support the grant and move it forward.

Ms. Jan Riley spoke in favor of the application. She and her family frequently walk on the boardwalk. She said there is a big difference in being outdoors and being in nature. She said the walkway is beautiful and provides access to nature.

Ms. Jamie Koch, Executive Director of YMCA, spoke in favor of the application. She said the YMCA has supported both other grants and wants to put their support behind the third section as well. She stated that they have used the boardwalk for years, and want that to continue to use it for years to come.

Dr. Nita Coleman spoke in favor of the application. She said she is a retired pediatrician and has eaten a many of peanut butter and jelly sandwiches on the boardwalk over the years. It was always her favorite place to go because it is undeveloped and natural.

Mr. Murph Byrne, Coordinator of Intermural Sports, as well as an Assistant Professor of Health/Wellness and Physical Education at College of the Albemarle, spoke in favor of the application. He said everyone here has a great passion for this project and it is very dear to their hearts. He thanked Dr. Bill Sterritt for all his time and effort spent on the project. He said its benefits are numerous and have a positive effect on everyone.

Mr. Jeff Carter, Department Chair for Allied Health at COA, spoke in support of the application. He thanked the Board for their service to the community, as well as Dr. Sterritt for helping to make this happen. He stated that the boardwalk is a vital asset to our entire community. The first two phases look fantastic and he hopes the Board will continue to support the project to the end.

Mr. Marion Harris, Chairman, COA Board of Trustees spoke in support of the application. He said the trustees of the college support the grant and they think it is both a tremendous asset to COA and to the County as a whole.

Ms. Patricia Sterritt spoke in support of the application. She stated that she taught twenty five years at COA in nursing and art. She said the boardwalk has a bearing on both of those subjects. She praised the boardwalk for having wheelchair access, which is very meaningful for wheelchair bound individuals who want to enjoy nature. She said it is a wonderful asset to the whole community. She thanked the Board for their attention and help with continued funding.

Chairman Dixon asked if anyone else would care to address the Board regarding the application. At the absence of further comments, the public hearing was closed.

Motion was made by Lloyd Griffin, seconded by Sean Lavin to move forward with the CAMA grant application for Phase III of the Pasquotank River Public Access Improvement Project. The motion carried unanimously.

3. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of June 17, 2019 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

Solid Waste Fee Release

		Parcel ID#	Reason for Release
1.	Toxie Lee & Maggie Diane Gallop	P80-45A	Vacant

c. Approval of Family Subdivision Request 19-04 by Inez Brickhouse

Staff has recommended approval of Family Subdivision request FS 19-04 by Inez Brickhouse. Ms. Brickhouse has applied to create a gift lot for her son, Gabriel M. Brickhouse, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. Road frontage is

provided to the proposed parcel off of Salem Church Road in Salem Township. The plat qualifies as a family subdivision and a septic evaluation has been completed by Albemarle Regional Health Services. Staff has advised that this request meets the minimum requirements for a family subdivision and recommends approval.

d. Approval of Maintenance Contracts for Central Communications and Sheriff's Department

The Finance Committee has recommended approval of the annual maintenance contract with Central Square Technologies in the amount of \$34,109 (excluding tax) for Central Communications equipment for the 2019-20 year. A portion of this contract (\$29,282) is surcharge eligible and will be paid from those funds. The remainder of the contract amount (\$4,827) will be paid from the Central Communications budget. Both amounts are in the 2019-2020 budget.

The Finance Committee also recommends renewal of a second maintenance contract in the amount of \$21,343 (excluding tax) for the Sheriff's Department and Central Communications for the 2019-2020 year. The bulk of this contract is for the Sheriff's Department (\$15,643) for their various software programs. The remainder of the contract (\$5,700) is for Central Communications. This contract is included in the 2019-2020 budget as well.

e. Approval of Monarch Lease

The Finance Committee has recommended approval of a one-year lease contract with Monarch. The lease payment will remain at \$3 per square foot x 7,500 square feet = \$22,560.

f. Approval to Declare EMS Equipment as Surplus

The Finance Committee has recommended approval to declare the following items as surplus in order to complete the Stryker agreement for purchase of new defibrillators and LUCAS CPR devices. The items will be used as trade-ins on the agreement at a value of \$10,000 each.

- X-Series Monitor/Defibrillator AR13K006155
- X-Series Monitor/Defibrillator AR13K006130
- X-Series Monitor/Defibrillator AR13K006169
- X-Series Monitor/Defibrillator AR13K006170
- X-Series Monitor/Defibrillator AR13K006167
- X-Series Monitor/Defibrillator AR13J005924
- E-Series Monitor/Defibrillator AB07F004694

g. Approval of EMS Billing Software Proposal

The EMS Department recently sent out Requests for Proposals for cloud-based EMS billing software. Upon review of the returned proposals, Ambulance Information Management (AIM) met all of the criteria set forth; the most important being that all patient care data is kept off site and on servers maintained by AIM. Using this type of billing software insures HIPAA compliance as well as releases Pasquotank County from liability should the patient care database be accessed without authorization by outside sources. EMS would like to move forward with implementation of the AIM Software, as the current EMS support agreement with TriTech will end in October of this year. The estimated FY20 support contract with TriTech is expected to be \$9,535. AIM has an annual support fee of \$795 per month for an annual total of \$9,540. There is also a one-time implementation fee of \$5,000, which covers all onsite training and set up. Funds are available within the EMS budget. The Finance Committee has recommended approval of the proposal.

h. Approval of Funds for Vehicle Maintenance for Soil and Water Truck

The Finance Committee has recommended approval of funds in the amount of \$1,000 for the purchase of new tires and minor maintenance for the vehicle assigned to the Soil and Water Conservation Office.

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

4. DESIGNATION OF VOTING DELEGATE FOR NCACC ANNUAL CONFERENCE:

The Board considered the designation of a voting delegate for the North Carolina Association of County Commissioner Annual Conference that will be held in Guilford County August 22-24, 2019.

Motion was made by Charles Jordan, seconded by Frankie Meads to designate Cecil Perry as the voting delegate for the NCACC Annual Conference. The motion carried unanimously.

5. REPORT FROM COUNTY ATTORNEY:

County Attorney Mike Cox reminded the Board that he will be attending the Annual County Attorneys Conference the end of the week.

6. REPORTS FROM COMMISSIONERS:

Commissioner Overman attended the Joint Pasquotank/Camden meeting where Mission Critical Partners presented their assessment and strategic plan study for the Pasquotank/Camden Emergency Medical Services operation. He attended the DSS board meeting where Mr. Bill Trueblood was voted Chairman for an additional year.

Commissioner Jordan attended the Regional Library Board meeting. He made comments on behalf of the Board of Commissioners at the Junetenth Celebration. He served on the interview panel for selection of a new librarian. Mr. Kellan Whitehurst was selected and will be starting today. He said he has invited him to come to the Board's next meeting to introduce himself. He attended the North Carolina Justice Center state budget update meeting. The main topics included Medicaid expansion and schools. He also attended the Trillium meeting.

Vice-Chairman Griffin attended the Airport Authority meeting.

Commissioner Lavin attended the joint meeting with Camden for the EMS presentation. He also attended a Career Center Committee meeting with the Workforce Development Board, and they are geared up for a ribbon cutting the first part of August for their new satellite office at COA. They have discussed putting a satellite office on ECSU's campus as well.

Commissioner Meads has received a couple calls recently regarding the overabundance of cats in our area. One particular individual had been bitten by one, and is receiving rabies shots. He said the new ditches at the Wellfield Recycling Center are complete. He was there the other day after a large rain and the ditches appear to be working very well.

Commissioner Perry attended the Health Department meeting.

Chairman Dixon asked if there was any further business to come before the Board. There being no further business;

Motion was made by Charles Jordan, seconded by Sean Lavin to adjourn the meeting. The motion carried and the meeting was adjourned at 6:40 PM.

CHAIRMAN

CLERK TO THE BOARD