

PASQUOTANK COUNTY, NORTH CAROLINA  
OCTOBER 21, 2013

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, October 21, 2013 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:**

- Jeff Dixon, Chairman
- Joseph S. Winslow, Jr., Vice-Chairman
- Lloyd E. Griffin, III
- Cecil Perry
- Dr. William R. Sterritt
- Gary G. White
- Frankie Meads

**MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

- Rodney Bunch, Interim County Manager
- R. Michael Cox, County Attorney
- Karen Jennings, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Jeff Dixon. Commissioner Lloyd Griffin gave the invocation and Vice-Chairman Joe Winslow led in the Pledge of Allegiance to the American Flag. Chairman Dixon welcomed everyone.

**1. AMENDMENTS TO THE AGENDA:**

Chairman Dixon asked if there were any amendments to the agenda. Vice-Chairman Joe Winslow requested that the agenda be amended to add the following item recommended by the Finance Committee at its meeting today to the consent agenda: 1) Approval to Restructure Leadership Position for Central Communications effective November 1, 2013.

Motion was made by Gary White, seconded by Joe Winslow to approve the amendment to the agenda as recommended. The motion carried unanimously.

**2. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

- a. Approval of Minutes of September 30 and October 7, 2013 Commissioner Meetings
- b. Approval of Tax Releases and Refunds

Releases:

	County	City
1. Causeway Association LLC - 2012	5,873.88	4,689.63
2. Causeway Association LLC - 2013	5,968.62	4,689.63
3. Jamie Johnson	118.48	
4. Darren Wayne Grubb	110.92	
5. Matthew Neil Dumont	139.87	111.67
6. Jeremy Robert Denning	135.94	108.53
7. Louise Clate Aydlett	113.90	118.90
8. Victor Allen Parish	141.36	
9. R. Weston McPherson	800.10	628.65
10. Joshua Alan Faulkingham	163.93	135.88
11. Joann Dempsey - 2010	140.49	143.69
12. Joann Dempsey - 2011	191.58	143.69
13. Joann Dempsey - 2012	191.58	152.96
14. Joann Dempsey - 2013	194.67	152.96

Refunds:

1. Brian Marshall Sowers	145.02
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## Solid Waste Fees:

Owner's Name	Parcel ID Number	Reason for Release
Margaret B. Barham	P96-42	Vacant/used for storage since 1995
Elizabeth S. Overton Lfe. Est.	P98-16	Vacant since 2009
Daniel Michael Serik	P132A-135	Vacant since 2006
Martha Cox Truesdall	P133A-45	Vacant since 2003

- c. Approval of Family Subdivision Request #13-07 by Sarah Meads to Create a Gift Lot for a Grandchild

Staff recommends approval of Family Subdivision Request #FS 13-07 by Sarah D. Meads. Mrs. Meads is requesting to create a 1.37 acre gift lot for a granddaughter, Meredith Meads, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 173 feet of road frontage is provided to the parcel off of Ownley Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

- d. Approval to Restructure Leadership Position for Central Communications

The Finance Committee has recommended that the Board authorize the restructuring of the leadership position for Central Communications to assign the Sheriff oversight responsibility. It is also recommended that Ronnie Barefoot be reclassified from the position of Training Officer to Technical Operations Manager for the Central Communications Department.

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

The following tax releases have been approved by the Finance Officer:

## Releases:

	County	City
1.	William Floyd Jackson II	42.97
2.	Jessica Jeannine Faulkingham	63.43
3.	Albert Roosevelt Williams, Sr.	11.22
4.	Arthur Wayne Rayfield	78.12
5.	Jonathan Toby Perry	33.42
6.	Theodore Roosevelt Hudson	6.46
7.	Robert Allen Roane	1.80
8.	GECF Loan/Lease Holding Inc.	7.53
9.	Murphy Oil USA #7417	9.64
10.	Linda Marshall Triplett	31.56
11.	John Bradley Turner	80.35
12.	Ruby P. Lowry	58.59
13.	Aimee Fouquette Slaughter	25.55
14.	Michael Joseph Ashton	77.00
15.	Linda Barclift Shannon	5.27
16.	Louise Burham Mallory	23.00
17.	Diane Marie Rico	73.90
18.	John Brian Thomas	31.99
19.	Lindsey J. Stevens	77.07
20.	Clifton Leroy Perry	1.24
21.	Ward & Son Inc.	27.84
22.	Kurtis Daniel Richardson	3.85
23.	Sandra Weeks McPherson	23.63
24.	Almendra Joan Lockhart	2.36
25.	Brandon Jeremy Page	4.41
26.	Shawn Michael Haney	79.17
27.	Latasha Charmaine White	29.45
28.	Robert Cain	28.09
29.	Vernetta M. & Carol Fields	64.26
30.	William Daniel Nuggett	82.27
31.	Georgiann Rosalie Enright	7.88
32.	Joseph Benjamin Wynn	41.20
33.	Johnny Roger James, Jr.	13.21
34.	Sean Michael Masing	76.20
35.	Kipley Edward Brown	51.62

**3. APPROVAL OF EXTENSION OF PRELIMINARY PLAT FOR CREEKSIDE FARMS, PHASE II:**

Main Street Extended Development, LLC has requested a 2 year extension of the preliminary plat approval for Creekside Farms Subdivision, Phase II which will expire on December 31, 2013. The preliminary plat was originally approved on February 6, 2006, and a final plat for Phase I, consisting of 38 lots, was approved on November 10, 2007. Phase II contains the 37 remaining lots. Due to the significant amount of work that has been done in Phase II, staff has recommended approval of an additional 2 year extension of the preliminary plat.

Planning Director Shelley Cox explained that Phase I has already been developed and houses are still being constructed in Phase I. She said obviously with the economy the way it has been for the last several years, the developers are requesting another extension. She stated that staff recommends approval of the 2 year extension that has been requested.

Mr. Troy Brinkley, developer of Creekside Farms, stated that they have built over 100 homes in Pasquotank County since 2000 and have been affected by the economic downturn. He said they are currently struggling with some of the foreclosures and lots being priced so low. He stated that they are still in business and are trying to build their way out. He thanked the Board for the previous extension that had been granted for Creekside Farms and said he hoped the Board will approve the current request for an extension.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to approve a 2 year extension of the preliminary plat approval for Creekside Farms, Phase II. The motion carried unanimously.

**4. APPROVAL OF REVISED BYLAWS FOR LIBRARY BOARD OF TRUSTEES:**

County Attorney Mike Cox explained that since Camden County has left the Library, now is a good time to look at the Library Board and the policies. He stated that the Library Board of Trustees has prepared and approved amended bylaws for the Library. The bylaws call for a 10 member board of library trustees with four year terms. Mr. Cox said that G.S. 153A-266 states that the Board of Commissioners may delegate certain powers to the Library Board of Trustees and he listed those powers as follows:

- (1) To formulate and adopt programs, policies, and regulations for the government of the library;
- (2) To make recommendations to the governing body concerning the construction and improvement of buildings and other structures for the library system;
- (3) To supervise and care for the facilities of the library system;
- (4) To appoint a chief librarian or director of library services and, with his advice, to appoint other employees of the library system. If some other body or official is to appoint the chief librarian or director of library services, to advise that body or official concerning that appointment;
- (5) To establish a schedule of fines and charges for late return of, failure to return, damage to, and loss of library materials, and to take other measures to protect and regulate the use of such materials;
- (6) To participate in preparing the annual budget of the library system;
- (7) To extend the privileges and use of the library system to nonresidents of the county or city establishing or supporting the system, on any terms or conditions the board may prescribe.
- (8) To otherwise advise the board of commissioners on library matters.

Mr. Cox said the only power he believes the Board of Commissioners may have some reservation about is item (7) which would allow the Library Board to extend the privileges and use of the library system to non-residents of the county. He recommended that the Board approve delegating these powers to the Library Board with the exception of extending use of the library to non-residents. Librarian Jackie King explained that in order to be eligible for state aid, free library services have to be provided for the four counties in the region. She said for counties

outside the region, such as Gates or Perquimans, the Library charges an annual fee of \$15 for a library card.

Mr. Cox suggested if there is a proposal to extend use of the library system to nonresidents of the county that the Library Board bring that to the Commissioners.

After discussion;

Motion was made by Cecil Perry, seconded by Gary White to consent to the Bylaws of the Pasquotank County Library Board of Trustees which will essentially change the name from Pasquotank-Camden Library to Pasquotank County Library; and to approve delegation of the powers listed in G.S. §153A-266 to the Library Board, except for item (7) and if there is a proposal to extend use of the library system to nonresidents of the county that the Library Board bring that to the Board of Commissioners for approval or development of a policy. The motion carried unanimously.

**5. COMMENTS FROM BOARD OF EDUCATION CHAIRMAN:**

Chairman Dixon welcomed and recognized Mr. Barry Overman, Chairman of the Elizabeth City-Pasquotank Board of Education, to address the Board. Mr. Overman stated that he and Chairman Dixon were in meetings together today and agreed that they are responsible for a lot of children and a lot of money and should not be talking just once a year during budget sessions, but should be talking throughout the year. He said this would keep the Board updated on what is happening in the schools so the Board will have a better understanding of the needs of the school system at budget time. Mr. Overman stated that he and the School Superintendent will try to attend meetings of the Board of Commissioners at least quarterly to keep the Board informed.

**6. APPROVAL OF AMICUS BRIEF IN SUPPORT OF WILSON COUNTY:**

County Attorney Mike Cox explained that he is asking the Board for permission to file an amicus curiae brief with the North Carolina Supreme Court in support of Wilson County. He stated the Wilson County case involves issues similar to those the county faced in the Fun Junktion matter with regards to governmental immunity. He said Pasquotank County received tremendous help from other counties and entities across the state supporting the county during the Fun Junktion case. He explained that filing the motion would involve very little time on his part, no money, and no liability for the county. Mr. Cox said he is just asking to return the favor if the Board would allow him that privilege.

Motion was made by Lloyd Griffin, seconded by Frankie Meads to authorize the County Attorney to file an amicus curiae brief with the North Carolina Supreme Court in support of Wilson County. The motion carried unanimously.

**7. REPORTS FROM COUNTY MANAGER:**

Interim County Manager Rodney Bunch reported that he received a phone call from Mr. Matt Wood last Friday expressing his appreciation to all of Pasquotank County's emergency responders who responded to the incident at George Wood Farms last week.

Mr. Bunch reported that he received word last week that there was rumor that Pasquotank County had not treated an economic development client right and drove them away. He said he called the client, Keith Chesson with Mark Chesson & Sons and Mr. Chesson assured him that was not true and that he was upset this word was being circulated in Pasquotank County. He said Mr. Chesson added that he still hopes the project will happen in the future. Mr. Bunch noted that there is no truth to the rumor.

**8. CALENDAR:**

The Clerk reviewed the calendar of upcoming meetings and events. Chairman Dixon added that there will be a work session on November 18 regarding the restructuring of the Board. He noted that the Board has previously agreed to the 4-2-1 restructuring plan, but has not moved forward with any specifics.

**9. REPORTS FROM COMMISSIONERS:**

Commissioner William Sterritt stated that he plans to approach the other members of the Governance Committee and ask for an official meeting of the committee to discuss several issues. Chairman Dixon asked that the committee also discuss the Code of Ethics.

Commissioner Gary White reported that the low bid to replace the piping for the HVAC system at the Health & Social Services Building was \$223,000. He said he suggested that the financing for the HVAC project be included with some other financing the county will be doing for a roof and a fire alarm system for the schools.

Commissioner Cecil Perry stated that he went to a ribbon-cutting in Weeksville last Friday at Mrs. Brown's farm and he found it very interesting and informative. He said people came in from other areas and there was a presentation on how to use technology for energy in a greenhouse as well as in a farm house.

Commissioner Frankie Meads stated that the county has a lot of empty real estate and he would like to see a push to get something in those buildings so they can at least take care of their own maintenance. He referred to vacant space at Edgewood Center and the building in Camden County that was acquired from the hospital. He said there are probably other buildings where space could be made for other agencies. He stated that he has also previously mentioned possibly closing the recycling centers on Sundays and closing one hour early the other days of the week after daylight savings time ends because most people do not go there after dark. He added that one could possibly be left open on Sundays for those who need to dispose of trash. He said this could save the county several thousand dollars. He suggested that the Solid Waste Committee look at this. He noted that the county's debt continues to increase and he has a problem with the amount of debt the county has. He said he believes the county is paying \$665,000 this year in interest on its debt and this could buy a lot of school buses.

Chairman Dixon stated that going forward the county probably needs a formal plan on what to do with vacant buildings and office space. He explained that the recycling center hours have been addressed in the past and it was concluded that closing early and on Sundays would cause hardships for many people.

Interim County Manager Rodney Bunch stated that the Solid Waste Committee briefly discussed this issue and another issue that has been raised regarding trucks hauling dirt and concrete going around the scales at the landfill. He said a cost comparison will be done for the Solid Waste Committee to show the savings that would be realized by closing the recycling centers an hour early and the committee will report back to the Board.

Commissioner Meads also suggested that the Board take a look at all the vehicles the county currently has and see if there is any way to save money.

Commissioner Lloyd Griffin reported that the Governance Committee at the Hospital receives weekly updates regarding the due diligence process with Sentara Healthcare. He said because of some delays that have occurred, an extension may be required before the project is concluded.

Vice-Chairman Joe Winslow stated that what concerns him is what was brought up earlier about vacant county properties. He said the county has had to put roofs on buildings and do other extensive maintenance and he believes a more focused effort can be made to try to rent the properties. He stated that the Board is going to have to sooner or later address the vacant house that formerly housed the Day Reporting Center.

Commissioner Meads noted that the contract for farming property in the Commerce Park runs out this year and will be up for re-bid. He said the sooner the county puts it out for bid, the better bid it will get.

Chairman Dixon recognized the staff from the Register of Deeds Office, Shirley Bryant, Tammie Krause, Clementine White, and Penny Newbern. Commissioner White added that they are attending tonight's meeting as part of their continuing education.

Chairman Dixon reminded everyone of the invitation to the Juvenile Crime Prevention Council's chili luncheon this Wednesday at the Probation and Parole Offices.

Chairman Dixon reported that the Personnel Committee should be able to complete the update of the county's Personnel Policy after one more meeting. He said it is their intent to have an attorney who specializes in personnel law to review the policy after which it will come to the Board of Commissioners for review and consideration.

Chairman Dixon reminded the Board that there will be two work sessions during the month of November, one with the Corps of Engineers on the Knobbs Creek Drainage Study, and one to discuss restructuring the Board.

Commissioner Perry suggested that the Board look at possible ways to market itself. He said members of the Board sometimes attend county-affiliated events where the Mayor is recognized, but not the Chairman or County Commissioners. Commissioner Perry said the public needs to be educated. He said a presentation was made at the state meeting about responsibilities of County Commissioners and he believes the county should obtain a copy of the presentation and make it available in the public schools.

Commissioner Meads stated that he can understand why the Manager cannot accomplish everything that needs to be accomplished because he is going from meeting to meeting. He said sometimes members of the Board need to pitch in and assist in areas they specialize in and help him carry the load.

Chairman Dixon asked if there was any further business to come before the Board. There being no further business, he asked for a motion to adjourn the meeting.

Motion was made by Cecil Perry, seconded by Joe Winslow to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:52 PM.

Patricia Spangis  
CLERK TO THE BOARD

[Signature]  
CHAIRMAN