

**Meeting Schedule
Pasquotank County Board of Commissioners
Monday, November 15, 2021
Pasquotank County Courthouse**

4:00 PM – Finance Committee Meeting – Courtroom C
Immediately following Finance – Appointments Committee – Courtroom C
6:00 PM – County Commissioners Meeting – Courtroom C

Commissioner Meeting Agenda Summary

1. **6:00 PM – Call to Order in Courtroom C**
2. **Invocation**
3. **Pledge of Allegiance to the American Flag**
4. **Amendments to the Agenda**
5. **Public Comments/Public Hearings:**
 - A. **Public Hearing – Redistricting**

Deborah Stagner, our Redistricting Consultant with Tharrington Smith, LLP, will address the legality of the proposed map, questions previously raised by the public, and any questions that the Board may have. The Board will need to approve the attached Redistricting resolution.
 - B. **Public Hearing on Zoning Text Amendment – Shelley Cox**

A Public Hearing will be held on ZTA 21-03, which is a proposed amendment to the Pasquotank County Zoning Ordinance to permit and create standards for cryptocurrency mining. The use as proposed would require a Major Special Use Permit from the Board of Commissioners. The Planning Board reviewed this request on October 28, 2021 and recommended approval of the text amendment. A staff summary of the Zoning Text Amendment is attached.
 - C. **Public Hearing on Zoning Text Amendment – Shelley Cox**

A Public Hearing will be held on ZTA 21-04, which is a proposed amendment to the Pasquotank County Zoning Ordinance to require zoning permits for new commercial and industrial uses. The Planning Board reviewed this request on October 28, 2021 and recommended approval of the text amendment. A staff summary of the Zoning Text Amendment is attached.
 - D. **Public Hearing on Zoning Text Amendment ZTA 21-05 – Shelley Cox**

A Public Hearing will be held on ZTA 21-05, which is a proposed amendment to the Pasquotank County Zoning Ordinance to permit and create standards for rural home occupations. The use as proposed would require a Minor Special Use

Permit that would be issued by the Planning Board. The Planning Board reviewed this request on October 28, 2021 and recommended approval of the text amendment. A staff summary of the Zoning Text Amendment is attached.

6. Old Business:

A. Consideration of Appointments to Boards and Committees

At the last meeting the Appointments Committee recommended the appointments of Ashley Camaio to the Tourism Development Authority to replace Rowena Arroza, and Dorian Spence to the Jury Commission to replace Rwanda Farrer. Copies of their applications have been provided to the Board members and the Board can give final approval to the appointment.

7. Consent Agenda:

A. Approval of Minutes of November 1, 2021, Commissioner Meeting

B. Approval of Tax Releases and Refunds

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

Tax Refund

		County	City
1.	Elizabeth Eleanor Strahan		231.08

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Shawn Etheridge Etal	P59-31	Vacant
2.	Mary Foskey	6-D-5	Vacant
3.	Mary Foskey	5-A-2	Vacant
4.	Mary Foskey	45-E-2	Vacant
5.	Henry Foskey Jr. Heirs	45-E-4	Vacant
6.	Mary Foskey	45-E-5	Vacant
7.	Mary Foskey	61-A-13 thru 16	Vacant
8.	Mary Foskey	29-C-17	Vacant
9.	Robert D. & Amanda Harris	P38-27	Vacant

C. Approval of Budget Amendments

The Finance Committee has recommended approval of the following Budget Amendments:

Ag-Ext

Increase	010.0550.4495.00	4-H Revenue	30,000.00
Increase	010.4950.5391.04	4-H Expenses	30,000.00

Emergency Mgmt

Increase	010.0200.4532.00	Other Grants	300.00
Increase	010.4330.5600.00	Grant Funds	300.00

D. Approval of Late Property Tax Exemption or Exclusion Applications

The Finance Committee has recommended approval of the following late property tax exemption or exclusion applications for the following taxpayers:

All the applicants have met the necessary requirements that are mandated by the North Carolina Department of Revenue; however, due to the late submission of the applications, determination of approval is needed by the Board of Commissioners.

Taxpayer	Reason	Description	Amount
Donald C. & Patricia Cherry	Disabled Veterans Exclusion	23-S-28	748.50
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-260	410.72
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-259	410.72
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-182	528.50
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-192	409.21
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-138	409.21
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-193	409.21
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-163	409.21
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-112	409.21
Pelican Point Association, Inc.	Property Tax Exclusion	P124A-194	409.21
Eugene A. & Laura J. Garris	Elderly/Disabled Exemption	P109-22	476.48
Arderrick E. & Marlisa G. Wiggins	Disabled Veterans Exclusion	P117-69	415.50
John B. Neal	Elderly/Disabled Exclusion	59A-E-69,70	950.84
Virginia Lee Norman	Elderly/Disabled Exclusion	P120-270	1,214.34
Laura C. Rovenski	Elderly/Disabled Exclusion	25-A-30,31	814.19
Augusto Dela Cruz & Billie Jo Achurra	Elderly/ Disabled Exclusion	P90-174	748.50
Elizabeth City Downtown	Property Tax Exemption	4-D-4	1,941.85
Diane Sutton Brown	Elderly/Disabled Exclusion	38-B-2	224.53

E. Approval to Rollover Unspent Capital Funds

The Finance Committee has recommended approval of the following request from Elizabeth City Pasquotank-Public Schools to rollover Fiscal Year 2020-21 capital funds to their Fiscal Year 2021-22 capital budget:

At the close of FY21, ECPPS had a remaining capital budget balance of \$1,813,400. ECPPS is requesting a total of \$921,755 be rolled over to FY22.

ECPPS had three projects in progress and one project not started as of June 30, 2021. The three projects in progress included:

- NHS Bleachers – Balance of \$196,804
- PES Painting – Balance of \$33,954
- PWM Doors – Balance of \$40,900

ECPPS is requesting the funds remaining for these projects totaling \$271,658, be rolled over to FY22 for completion of the projects.

ECPPS had one project – NHS HVAC that was not started. At June 30, 2021, there was a budget balance of \$50,000 for design and \$1,341,645 of project funds remaining for this project. After further review of the project, it has been

determined that design fees will be greater than \$50,000. ECPPS is requesting \$500,000 of the total \$1,391,645 allocated for the project be allocated in the FY22 budget for the design fee, and \$891,645 be rolled over into capital reserve until bids have been obtained and the project begins.

In addition, several projects completed in FY21 had small remaining balances that totaled \$150,097. ECPPS requests these funds be made available as "School Choice" funds to help cover costs of unforeseen projects or additional costs to already approved projects, as prices are beginning to fluctuate more rapidly.

8. **New Business**
9. **County Manager's Reports**
10. **County Attorney's Reports**
11. **Internal and External Committee Reports and Proposals**
12. **Adjournment**