

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, September 11, 2023  
Pasquotank County Courthouse**

4:00 PM – Finance 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 Hearings/Public Comments:**

A. **Update from Congressman Don Davis' Office**

Chris Hardee, Regional Director for Congressman Don Davis will provide an update of Congressman Davis' first six months in office.

6. **Old Business:**

A. **Adoption of Resolution to Sell County Owned Surplus Property**

On August 7, 2023, The Board approved selling six County owned surplus properties. Staff met to discuss the best strategies for selling each property. County Attorney Mike Cox will provide an update and request the Board adopt the attached resolution to start the process for selling the properties.

7. **Consent Agenda:**

A. **Approval of Minutes of August 21, 2023 Commissioner Meeting**

B. **Approval of Tax Releases and Refunds**

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

**Tax Releases**

	Taxpayer	County	City
1.	Katherine Lane & Doris Tammy Lane	199.30	

**Solid Waste Fee Releases**

	Owner's Name	Parcel ID#	Reason for Release
1.	Lucy G. & Michael G. Beamon	P108-17	Vacant
2.	Angerine Brite Heirs	39-B-32	Vacant
3.	Willie Brown Heirs	P10-15	Vacant

4.	Nancy P. Chessman	P141-49	Vacant
5.	Karen Allison Evans	P61-27	Vacant
6.	Charles Jr. & Carolyn JP Everett	21-F-10-11A	Vacant
7.	Florence Evans Etal	P126-32	Vacant
8.	Family Worship Center of EC Inc	P35-36	Vacant
9.	Jarvis Ferebee	P139-5	Vacant
10.	Jean Roach Ferebee & Vivian Roach Gibson	P112-32	Vacant
11.	Gussie R. Layden Heirs	P119-75	Vacant
12.	George C. Jr. & Gwendolen Manos	P12-43 & 44A	Vacant
13.	Gracie Meads Heirs	P35-59	Vacant
14.	Elizabeth S. Overton Life Est,	P98-16	Vacant
15.	Reginald Overton	P99-8	Vacant
16.	Sam E. Spence	P112-2	Vacant
17.	Mary R. Stokley Life Est.	P122A-113	Vacant
18.	Lemuel E. White	P110-55	Vacant
19.	Mary Phillis W. White	P77-2	Vacant

C. Approval of Budget Amendments

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

Sheriff

Increase	010.0991.4991.00	Fund Balance Appropriated	44,000.00
Increase	010.4310.5500.00	Capital Outlay	44,000.00

EMS

Increase	010.0991.4991.00	Fund Balance Appropriated	29,950.00
Increase	010.4370.5500.00	Capital Outlay	29,950.00

Public Buildings

Increase	010.0991.4991.00	Fund Balance Appropriated	377,680.00
Increase	010.4190.5500.00	Capital Outlay-Boardroom	377,680.00

D. Approval of Contract Extension with Ralph Hodge Construction Company

The Finance Committee has recommended approval of a request by Ralph Hodge Construction Company for a 115 day time extension for completion of Northside Road Pump Station and Water Line Upgrades project.

E. Award of Contract for RO Water System Asset Inventory & Assessment

The Finance Committee has recommended awarding the contract for the RO Water System Asset Inventory and Assessment to Green Engineering at a cost of \$150,000, with the cost being paid by a \$150,000 grant.

8. New Business:

A. Consideration of Lease Extension with Brightspeed

In 1994, the County and Brightspeed of Eastern North Carolina, LLC (f/k/a Carolina Telephone and Telegraph Company, LLC) entered into a lease whereby Brightspeed leased a 6,216 square foot parcel within the Commerce Park. The original lease for twenty (20) years ended 2014, and the parties amended the lease in 2014 to add an additional term, which ended on June 30, 2023. Brightspeed has approached the County about a second amendment that would extend the lease for

an additional five (5) year term, with an automatic renewal of four (4) additional years. The annual rent for the term that ended June 30, 2023, was \$2,700. Under the proposal of the second amendment, the annual rent would be \$2,970 for the first five (5) years and \$3,267 for the remaining four (4) years.

On July 17<sup>th</sup>, the Finance Committee recommended approval of the lease extension. The required thirty (30) day public notice has been published, and the Board can now adopt the attached resolution approving the lease extension.

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