

**PASQUOTANK COUNTY, NORTH CAROLINA
MARCH 5, 2012**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, March 5, 2012 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

OTHERS PRESENT:

Randy Keaton, County Manager
Rodney Bunch, Assistant 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 Lloyd Griffin. Chairman Griffin gave the invocation and led in the Pledge of Allegiance to the American Flag.

1. REPRESENTATIVE ANNIE MOBLEY:

Chairman Griffin introduced Representative Annie Mobley who will be representing a portion of Pasquotank County in January 2013 in the new House District. Representative Mobley stated that she represents the Fifth District which is currently made up of Hertford, Bertie, Gates, and Perquimans Counties. Effective January 2013 she will be removed from Perquimans County and will be given a portion of Pasquotank County. Representative Mobley provided personal information about herself, her family, and her background. She stated that she received her undergraduate degree from Elizabeth City State University. She listed the committees on which she currently serves and said her top priorities are youth and senior citizens. She stated that she is at the Board's beck and call for whatever the needs might be and can work with both sides of the aisle. She added that she intends to offer leadership the county can truly depend on.

Chairman Griffin reported that he, the Chamber Director, and the Tourism Director had dinner with Representative Mobley this evening. He said she was given a tour of the Museum of the Albemarle this afternoon and was asked for her support for continued funding of the museum.

The Board thanked Representative Mobley for coming to tonight's meeting.

2. AMENDMENTS TO THE AGENDA:

Chairman Griffin asked if there were any amendments to the agenda. It was requested that the agenda be amended to add the following items: 1) Approval of recommendation from the Finance Committee to authorize the Social Services Department to fill a vacant position; 2) Recommendation from the Finance Committee to authorize the Sheriff to hire a Deputy at Grade 17, Step 3; and 3) Approval of recommendations from the Appointments Committee.

Motion was made by Jeff Dixon, seconded by Cecil Perry to approve the amendments to the agenda as presented and to add the three items above to the consent agenda. The motion carried unanimously.

3. DISCUSSION ON USE OF COURTROOMS AND MEETING ROOMS:

County Attorney Mike Cox explained that at the last meeting he was asked to review the county's policy regarding the use of courtrooms and meeting rooms. He said there had been discussion as to whether the Board could allow a particular group to meet in the Board Room on a monthly basis. He stated that after reviewing the county's policy, he believes it is sufficient. He said he was advised by staff from the School of Government that the county does not have to allow anyone to use the courthouse facilities, but if it does, it cannot allow for some and not for

others based on a viewpoint. Mr. Cox stated that the county's policy meets the standard and he believes the request to use the room on a monthly basis complies with the policy and should be granted.

4. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of February 20, 2012 Commissioner Meetings

b. Approval of Tax Releases and Refunds

The Finance Committee has recommended approval of the following tax releases and refunds:

Releases:

	County	City
1. Brenda Sue Lynn Potter	177.31	
2. Travis James Nieldous	103.94	
3. Herbert Johnson, Jr.	149.10	
4. Nicholas Paul Morle	135.22	106.42
5. Jane Ruth Johnson Peng	118.92	94.19
6. Wright Ice & Fuel Company	684.86	513.65

Refunds:

1. W.W. Owens & Sons Moving & Storage	1,811.99	1,392.68
2. TGW 1 South LLC	921.38	708.75
3. TGW 1 South LLC	952.88	732.80
4. TGW 1 South LLC	976.50	732.80

c. Approval of Budget Amendments

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

EMS

Increase	010.0991.4991.00	Fund Balance Appropriated	86,000.00
Increase	010.0550.4835.01	Sale of Assets - EMS	4,000.00
Increase	010.4370.5500.00	Capital Outlay	90,000.00

EMS

Increase	010.0991.4991.00	Fund Balance Appropriated	10,600.00
Increase	010.4370.5355.00	Tower Maintenance	10,600.00

Schools

Increase	010.0700.4970.00	Loan Proceeds	2,000,000.00
Increase	010.5910.5636.01	Additional Funding	2,000,000.00

d. Approval of Family Subdivision Request FS 12-02 by Nora S. Wood to Give a Gift Lot to a Daughter

Staff has recommended approval of Family Subdivision Request FS 12-02 by Nora S. Wood. Ms. Wood is requesting to create a 1.00 acre gift lot for a daughter, Susan Wood Sabiston, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 155.41 feet of road frontage is provided to the parcel off of Sawyers Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision. Staff has advised that the request meets the minimum requirements for a family subdivision and recommends approval.

e. Approval of Family Subdivision Request FS 12-03 by James R. Scott to Give a Gift Lot to a Grandson

Staff has recommended approval of Family Subdivision Request FS 12-03 by James R. Scott. Mr. Scott is requesting to create a 43,000 square foot gift lot to be conveyed to James R. Scott, III. A total of 28.22 feet of road frontage is provided to the parcel off of Weeksville Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision. Staff has advised that the request meets the minimum requirements for a family subdivision and recommends approval.

f. Approval for Social Services to Fill Vacant Positions
The Finance Committee has recommended that the Social Services Director be authorized to fill a vacant position for an Income Maintenance Caseworker II for Food & Nutrition Services and a Social Worker III position for additional guardianship cases.

g. Approval of Request from Sheriff's Department to Hire a Deputy at Grade 17, Step 3
The Finance Committee has recommended that the Sheriff be authorized to hire a deputy at Grade 17, Step 3.

h. Approval of Recommendations from Appointments Committee
Commissioner Perry reported that the Appointments Committee has recommended the following appointments to boards and committee:

Adult Care Home Community Advisory Committee - Reappoint Vandora Saunders and Lynne Pike to additional three-year terms.

Nursing Home Community Advisory Committee - Reappoint Betty Jones and Gladys Griffin to additional three-year terms.

ABC Board - Reappoint Anthony Jerome Turner as the joint city-county appointee, contingent upon approval by the City Council.

Motion was made by Gary White, seconded by Cecil Perry to approve the consent agenda as amended. The motion carried unanimously.

5. REPORT FROM CHAIRMAN:

Chairman Griffin stated that there was one item left over from the Board's Retreat pertaining to an update on revenue and capital needs. He said this will be discussed at the Board's next work session on March 19 at 3:00 PM.

Chairman Griffin said the Board has previously been provided a copy of an External Communications Policy and he would like this to be discussed at the following work session.

Chairman Griffin stated that at the next meeting the Board will discuss a schedule for budget work sessions.

6. REPORT FROM COUNTY ATTORNEY:

County Attorney Mike Cox provided the Board with a copy of a land transfer tax appeal from Edgar L. & Traci P. Mitchell and Kevin B. & Kelly P. Winslow. He advised that when the Land Transfer Tax was implemented in 1990 the Board of Commissioners was designated to sit as the Land Transfer Tax Appeals Board. He said since notice must be given prior to the hearing he would suggest that the appeal be heard at the March 19 Commissioner meeting.

Mr. Cox advised the Board that he will be on vacation March 6 through March 18. He said Attorney John Morrison from the Twiford Law Firm will be available in case of legal emergencies that might arise during that time, and the School of Government is available for any routine matters.

Mr. Cox reported that he has just learned of the death of Jim Blackburn, retired General Counsel for the North Carolina Association of County Commissioners, due to a heart attack this afternoon.

7. REPORT FROM COUNTY MANAGER:

County Manager Randy Keaton reported that he has received a lot of the budget requests from outside agencies and county departments and they are all due this week. He requested that members of the Board look at their calendars before the next meeting in order to schedule budget meetings that do not conflict with anyone's schedule.

8. REPORT FROM ASSISTANT COUNTY MANAGER:

Assistant County Manager Rodney Bunch reported to the Board that the engineer who does the county's drainage reviews, Greg Johnson, has informed him that he will be leaving Pennoni

Associates. Mr. Bunch said he does not know who will be representing the firm. He advised that Mr. Johnson will be meeting with the Technical Review Committee this Wednesday to review a project and will be bringing with him an individual to introduce to staff.

9. REPORT FROM CLERK:

The Clerk reminded the Board that the annual Extension Service luncheon and staff reports will be held at 12:00 noon on March 19, the day of the next regular meeting.

10. REPORTS FROM COMMISSIONERS:

Commissioner Cecil Perry stated that the Board needs to discuss whether to accept or reject the 2-2-2-1 plan he presented at the retreat.

Commissioner William Sterritt reported that the SPCA will be meeting tomorrow night.

Vice-Chairman Jeff Dixon stated that a couple of weeks ago there was a regional economic development meeting and at that time, Charlotte Underwood, Elizabeth City-Pasquotank County Tourism Executive Director, was named the Best Tourism Director for the sixteen counties. He added that Jennifer Palestrant, Chamber of Commerce Executive Director, also received an award.

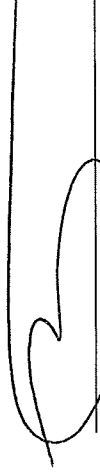
Commissioner Bill Trueblood reported that last Thursday night he was invited by the Pasquotank County Extension and Community Association to their achievement program. He said during that ceremony he was presented on behalf of the Board a book entitled Ordinary Women, Extraordinary Service which celebrates 100 years of women and Extension in North Carolina counties. He presented the book to the Board on behalf of the Extension and Community Association.

Commissioner Trueblood stated that the Parks & Recreation Department is in the process of signing up all the young people who want to play ball at South Park. He asked that everyone help to promote this. He said South Park is a beautiful facility and is booked almost every weekend this summer. He stated that during the week there are a lot of opportunities for the youth of this community to play ball.

Commissioner Perry said he would like to commend the area high schools on their recent performance in basketball tournaments. He stated that he would also like to congratulate Elizabeth City State University on their second place finish in the CIAA Conference.

Chairman Griffin 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 Gary White, seconded by Cecil Perry to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:25 PM.


CHAIRMAN


CLERK TO THE BOARD