

**PASQUOTANK COUNTY, NORTH CAROLINA
MAY 1, 2023**

The Pasquotank County Board of Commissioners met today in a special meeting on Monday, May 1, 2023, in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Charles Jordan, Chairman
Barry Overman, Vice-Chairman
Lloyd E. Griffin, III
Sean Lavin
Jonathan Meads
Sam Davis
Clifford Shaw

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
John Shannon, Assistant County Manager
Mike Barclift, Management Fellow
Sheri Small, Finance Officer
Lynn Scott, Clerk to the Board
Brad Gardner, Solid Waste Director
David Smithson, Utilities Director

Also present were members of Elizabeth City Pasquotank Schools and College of the Albemarle.

The meeting was called to order at 2:00 PM by Chairman Charles Jordan.

1. COLLEGE OF THE ALBEMARLE BUDGET PRESENTATION:

Dr. Jack Bagwell, President of College of the Albemarle provided an update on COA operations and presented a PowerPoint presentation of COA's 2023-24 funding requests.

2023-24 Budget Requests

- Operations - \$1,861,125
- Capital - \$700,00

Capital Funding Requests

- Open Eye Camera System - \$120,000
- C Building Flooding - \$100,000
- Master Key Program - \$100,000
- Performing Arts Center House Lighting - \$120,000
- Data Room Building A HVAC Upgrades - \$25,000
- Tree Removal/Flowerbed Updating - \$135,000
- Performing Arts Center Shed - \$12,000
- Welding Lab Manifold - \$35,000
- Security Utility Vehicle - \$20,000
- Lawnmower - \$18,000
- Forklift - \$15,000

Pasquotank County Appropriations

Year	Operation	Capital	Total
2024	\$1,861,125	\$700,000	\$2,561,125
2023	\$1,772,500	\$700,000	\$2,472,500
2022	\$1,735,000	\$700,000	\$2,435,000
2021	\$1,735,000	\$770,000	\$2,505,000
2020	\$1,735,000	\$700,000	\$2,435,000
2019	\$1,660,000	\$500,000	\$2,160,000
2018	\$1,660,000	\$575,000	\$2,235,000
2017	\$1,500,000	\$411,869	\$1,911,869
2016	\$1,500,000	\$431,500	\$1,931,500

2. ELIZABETH CITY-PASQUOTANK PUBLIC SCHOOLS BUDGET PRESENTATION:

Dr. Keith Parker, ECPPS Superintendent and Rachael Haines, Finance Director presented a PowerPoint presentation of ECPPS’ 2023-24 funding request.

Key Factors

- Legislative Increases
- Reduction in Planning ADM

Top Priorities

- Employee Recruitment & Retention
- Professional & Leadership Development
- Academic & Program Enhancement
- Operational Efficiency

Employee Recruitment & Retention

- Teacher Supplement \$400 – October 1st – End of Year
- Certified Sign-on Bonus - \$1,000
- Additional Months of Employees – Assistant Principals
- Uncollapse Non-Certified Scale - \$250,000

Transportation

- Bonus for New Drivers
- Attendance Bonus Increase
- Bus Monitors

Professional & Leadership Development

- Emerging Leaders
- IGNITE
- Principal & Assistant Principal Development
- Other Staff Development

Academic & Program Enhancement

- Facility Improvements
 - Extensive Painting
 - Roof Restorations
 - Athletic Facility Improvements
 - Stages (Curtains & Lighting)
- Inspiration Visits & Strategic Plan

Covid Funding

- COVID-19 and Related Funding
 - All Covid Funding - \$28,274,256
 - FY 23-24 PRC 181 - \$12,000,000

Local Current Expense

	2021-2022	2022-2023	2023-2024
	Local	Local	Local
Totals	\$11,539,000.00	\$12,049,000.00	\$12,549,000.00
County Appropriation	\$11,364,000.00	\$11,364,000.00	\$11,364,000.00
Other Revenue	\$ 175,000.00	\$ 185,000.00	\$ 185,000.00
Fund Balance	-	\$ 500,000.00	\$ 1,000,000.00

Capital Project Funding Request

Capital Request 2023-2024	Amount
Painting – Various Schools	\$ 500,000
Gym Floor Restoration – ECMS	\$ 20,000
Roof Restoration – RRMS	\$ 700,000
Roof Restoration - WES	\$ 300,000

Asbestos Abatement Final Stage – HLT	\$ 10,000
Stage Upgrades (Curtains & Lighting) – SHE, NES, NHS	\$ 300,000
Bathroom Upgrades – Athletic Facilities - NHS	\$ 100,000
Stadium Bleacher Repair & Restoration - NHS	\$ 150,000
Paint Gym Ceiling – PCHS	\$ 15,000
Subtotal	\$ 2,095,000

Proposed Budget FY 2023-2024 County Request

County Operating Request	\$11,364,000
Capital Funds	<u>\$ 2,095,000</u>
Total Request	\$13,459,000

3. SOLID WASTE/LANDFILL BUDGET PRESENTATION:

Solid Waste Director Brad Gardner and Finance Officer Sheri Small presented the proposed Solid Waste/Landfill budget for Fiscal Year 2023-2024.

Capital Outlay

Landfill Capital Total - \$235,000

- Replace one (1) Transfer Trailer - \$100,000
- Replace one (1) Transfer Truck - \$135,000

Convenience Sites Capital Outlay Total - \$350,000

- Wellfield Road Property Acquisition - \$50,000
- Replace one (1) Roll-Off Truck - \$200,000
- Replace six-eight (6-8) Roll-Off Containers - \$100,000

Convenience Site Improvements - \$500,000

- Wellfield Site Rebuild and Reconfigurations - \$500,000

Transfer Station Repairs and Improvements - \$0

Total Revenues: \$7,090,000
 Total Expenditures: \$7,090,000

4. UTILITIES DEPARTMENT BUDGET PRESENTATION:

Utilities Department Superintendent David Smithson and Finance Officer Sheri Small presented the proposed Utilities Department budget for Fiscal Year 2023-2024.

Capital Outlay

Weeksville

- Chevrolet 4x4 1 @ \$40,000 \$ 40,000
- Kubota KX033-4R3 Excavator \$ 68,000
- Scada Upgrade \$ 75,000

Total \$ 183,000

Wastewater

Total \$ 0

RO Plant

- R/O Plant Upgrade \$ 7,200,000
- Master Meters – Halstead Extension \$ 700,000

Total \$ 7,900,000

\$ 8,083,000

Utilities Revenues: \$11,805,751
Expenditures: \$11,805,751

RO Plant Revenues: \$ 9,994,035
Expenditures: \$ 9,994,035

There being no further business to come before the Board;

Motion was made by Jonathan Meads, seconded by Sean Lavin to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 3:35PM.

CHAIRMAN

CLERK TO THE BOARD