

**PASQUOTANK COUNTY, NORTH CAROLINA  
MAY 20, 2013**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, May 20, 2013 in Courtroom C in the Pasquotank County Courthouse.

**MEMBERS PRESENT:**

Jeff Dixon, Chairman  
Joseph S. Winslow, Jr., Vice-Chairman  
Dr. William R. Sterritt  
Gary G. White  
Frankie Meads

**MEMBERS ABSENT:**

Lloyd E. Griffin, III (*Out of Town*)  
Cecil Perry

**OTHERS PRESENT:**

Rodney Bunch, Interim County Manager  
Karen Jennings, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Jeff Dixon who welcomed everyone and recognized the special guests in attendance. Commissioner Frankie Meads gave the invocation and Vice-Chairman Joe Winslow led in the Pledge of Allegiance to the American Flag.

**1. PRESENTATION OF REPORT ON SURVEY OF HOSPITAL EMPLOYEES:**

Chairman Dixon recognized Dr. Paul Moncla to present the results of a survey of hospital employees' perception of Albemarle Hospital. Dr. Moncla said approximately 1,000 to 1,100 surveys were passed out to the employees who work at the hospital. He stated that the surveys were collected by Commissioner Frankie Meads who tabulated the results.

Dr. Moncla first presented the demographics of the 560 employees who responded to the survey, including employee title; employee age; length of employment; and whether they are on the state retirement plan. Questions included in the employee perception portion of the survey were whether the hospital is appropriately staffed; whether the hospital has the best qualified physicians; whether the hospital is appropriately staffed with physicians; describe interactions with physicians; describe interactions with management; describe the hospital's relationship with the general public. The employees were also asked their preferences as to whether to lease, sell, enter into a partnership, or manage the hospital locally, and they were asked their first and second choices regarding the three hospitals under consideration to lease/partner with Albemarle Hospital. Dr. Moncla said the overwhelming majority of employees favored Sentara. He summarized the positive and negative comments included by some employees on their surveys.

Commissioner Frankie Meads said he cannot emphasize enough how much the hospital employees appreciated the County Commissioners allowing the survey to take place.

Dr. Moncla stated that the Medical Executive Committee which is a group of physicians elected by the Hospital medical staff met this morning. He read a statement from the committee that said a majority of its members favored choosing Sentara to lease the hospital. He said a meeting of the entire medical staff will be held on May 30 to allow the rest of the medical staff to vote on the proposals. He stated that they will inform the Board of Commissioners of their decision.

Chairman Dixon thanked Dr. Moncla for his presentation. He said a lot of work still needs to be done by the Task Force before a recommendation comes to the Board of Commissioners. He added that there are a lot of factors that will weigh into the final decision.

**2. AMENDMENTS TO THE AGENDA:**

Chairman Dixon asked if there were any amendments to the agenda. Finance Committee Chairman Joe Winslow requested that the agenda be amended to add the following items recommended by the Finance Committee today: 1) Approval of sale of ambulance chassis; 2) Approval of EMS pay grade classifications; and 3) Approval of bonus for Assistant Water Superintendent.

Motion was made by Gary White, seconded by William Sterritt to amend the agenda to add items #1 through #3 above to the Consent Agenda. The motion carried.

**3. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

- a. Approval of Minutes of April 24, April 29, May 3, May 6, and May 9, 2013 Commissioner Meetings
- b. Approval of Tax Releases and Solid Waste Fee Release
- The Finance Committee has recommended approval of the following tax releases and solid waste fee release:

**Releases:**

	County	City
1. David Jean Manovich	140.12	111.87
2. Zelda Yvonne Moss	133.36	
3. Bear Garden, Inc.	138.19	
4. Brad Michael McNally	152.95	
5. Ramon Sekov Verdino	141.24	117.76

**Solid Waste Releases:**

Owner's Name	Parcel ID Number	Reason for Release
Terry Brant & Teleda L. Meads	P6-21A	House not livable

c. Approval of Budget Amendments

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

**Nixonton VFD**

Increase	010.0550.4835.00	Sale of Assets	3,520.00
Increase	010.4347.5261.00	Departmental Supplies	2,500.00
Increase	010.4347.5251.00	Gas & Oil	600.00
Increase	010.4347.5450.00	Insurance-General Liability	420.00

**General Fund Revenue**

Increase	010.0550.4839.02	Miscellaneous Revenue-GIS	62,000.00
Decrease	010.0700.4981.22	Transfer from E911	62,000.00

d. Approval of Annual Bulk Rate for Water

The Finance Committee has recommended that the Board set the billing rate for the sale of bulk water from the RO plant for the next fiscal year effective July 1, 2013 at \$5.34 per thousand gallons. This is the same as the current rate.

e. Approval of Increase in Hourly Pay for One-Stop Workers

The Finance Committee has recommended that the Board approve a 50¢ increase in the hourly pay for one stop workers who work during elections. One stop workers are currently paid \$8.00 per hour and the increase will put their pay at \$8.50 per hour.

f. Approval of Family Subdivision Request FS 13-04 by Sarah D. Meads to Give a Gift Lot to a Grandson

Planning staff has recommended approval of Family Subdivision Request FS 13-04 by Sarah D. Meads to create a 1.41 acre family subdivision in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. Ms. Meads is requesting to create a gift lot to be conveyed to her grandson, Chase A. Meads. The residual lot would be +/-27 acres. A total of 179.41 feet of road frontage is provided for the proposed lot off of Ownley 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.

g. Approval to Surplus and Sell Items on GovDeals

The Water Department has requested that the following items be declared surplus so they can be sold on GovDeals:

2002 Ford Ranger - VIN# 1FTYR10U32TA28183; has 156,354 miles; engine is bad.

John Deere F935 mower - Serial number JDMOF935X185238; 72" mowing deck on the front; mower is worn out and a replacement has been purchased.

*h. Approval of Sale of Ambulance Chassis*

The Finance Committee has recommended that the Manager be authorized to dispose of a 2007 Chevrolet C4500 ambulance chassis by private sale to Northwestern Emergency Vehicles at a negotiated price of not less than \$7,500 plus the cost of advertisement.

*i. Approval of EMS Pay Grade Classifications*

The Finance Committee has recommended that the Board establish a pay classification of Grade 18 for Non-Emergency Transport Coordinator with a salary range of \$32,493 to \$45,491, and a reclassification to Grade 21 for EMS Supervisor with a salary range of \$36,291 to \$50,808.

*j. Approval of Bonus for Assistant Water Superintendent*

The Finance Committee has recommended that the Board approve a bonus for the Assistant Water Superintendent in the amount of one-half of one month's regular pay for work above and beyond normal duties during February 2012 thru September 2012 to start up the Reverse Osmosis Water Plant.

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.	Daniel Justin Palen	22.57	
2.	Carl Ervin Cormany	26.10	
3.	Edward Lafayette Sychra	2.60	
4.	Theresa Sawyer Woodie	35.49	
5.	Haywood Manley Coffield	3.16	2.30
6.	Julian Patrick May	14.63	
7.	Esther Lee Jordan	6.57	4.92
8.	Jeremy B. Brown	68.57	
9.	Bernard Brown, Jr.	27.99	
10.	Shireese Monique McCoy	22.13	
11.	Ebony Allena Marsett Olgetree	73.84	
12.	Paul Edward Goins	72.17	
13.	Rhonda Maria Fearing	9.79	
14.	Stephen Wayne Sergeiko-Marcott	63.12	55.39
15.	Charles Barts Nunley	46.35	38.42
16.	Charles Barts Nunley	93.48	72.39
17.	Izell Jackson		40.64
18.	Robert Jean Little	3.44	
19.	Westley Thomas Belcher	41.22	32.91
20.	Caroline Williams Carver	78.19	
21.	Teleda Faye Lassiter	16.05	
22.	Wilhemenia Dillard	9.79	
23.	Charles Durham Jarvis	37.20	
24.	Allen Wayne Raper	7.87	6.29
25.	Diane Bennett	23.01	
26.	Johnnie Randle Green	68.08	
27.	Curtis Boyd Hinkley, Jr.	21.08	
28.	Cynthia Ann Simmons	9.48	7.57
29.	Rodney Michael Ashmore	88.35	
30.	Timothy Jon Kurper	86.06	73.71
31.	Che Thomas Russell	28.13	
32.	Che Thomas Russell	68.30	
33.	Malinda Louise Hughes	6.57	5.24

34.	Parris Adrian McCrey	13.48	10.11
35.	Michael Anthony Doncevic	22.57	
36.	Michael Anthony Doncevic	30.63	
37.	David Charles Haynes	22.63	23.07
38.	Amy Laverne Felton	29.94	
39.	David William Wotherspoon	73.84	
40.	Levon Wilson McCuller	7.75	6.18
41.	Joy Louise Doncevic	9.73	
42.	Robert Kenneth Swearingen	3.41	2.72
43.	Patricia Ann Dickson	13.76	
44.	Eugenia Lynn Riddick	20.02	15.98
45.	Kevin Messinger	12.46	
46.	Leonard Zayne Meads	45.63	
47.	Qilian Huang	67.45	
48.	James David Thompson	23.19	
49.	Kyle Alan Williams	51.09	
50.	David Eugene McEntire	7.56	
51.	William Michael Batty, Sr.	42.65	
52.	Dale Patrick Hall	48.82	
53.	Kirsten Jeanne Zerbato	10.23	8.16
54.	Patricia Shante Hooker	18.17	
55.	Lori Halstead Perry	31.62	
56.	Margarine White Corbin		49.87
57.	Matthew Thomas Wilson	89.53	76.48
58.	Brian Patrick Callon	55.86	
59.	Dukane Jon Muthler	3.51	
60.	Dukane Jon Muthler	10.29	
61.	Dukane J. Muthler	12.46	
62.	Regina Mullen Lee	9.12	7.28
63.	Joyce Ogburn Oliver	57.97	51.28
64.	James Jeffrey Ford	52.89	
65.	Robert James Zinter	17.51	13.96
66.	Gordon Brown	2.48	1.98
67.	Mary Francis Saunders	8.37	6.69
68.	Fannie Valentine Copeland	52.37	41.83
69.	Deroca Moshun Johnson	3.48	2.78
70.	Dimitri Gary Dimtroff	7.07	
71.	Anthony Lee Eckenrode	16.56	
72.	Jennifer Bray Gillard	3.10	2.47
73.	Jason Allen Mizelle	5.09	4.06
74.	Odesser Elliott Marsh	3.04	2.43
75.	Stacy Langdon McNeer	21.14	
76.	Justin Michael Jordan	46.25	
77.	Clyde Wayne Lilly	2.61	1.96
78.	Bryan Keith Barclift	7.26	
79.	Ralph Francis Casimiro, Jr.	4.40	
80.	Hazel Cooper Cowell	79.36	63.36
81.	Joseph Ray Hyder, Jr.	1.40	1.11
82.	Elaine White Craddock	13.39	10.69
83.	Jonathan Bradley Winslow	56.42	

**4. APPROVAL OF AMENDMENT TO LEASE AGREEMENT BETWEEN THE COUNTY AND ALBEMARLE HOSPITAL AUTHORITY:**

The Board considered the fourth amendment to the lease agreement between Pasquotank County and Albemarle Hospital Authority. Interim County Manager Rodney Bunch explained that the purpose of the amendment is to release a portion of the property behind the hospital for the setup of the new administrative office for EMS. He said the Hospital Authority has already approved the amendment. Commissioner Meads added that the building for the EMS administrative office has been given to the county by Forbes Mobile Homes.

Motion was made by Joe Winslow, seconded by Gary White to approve the fourth amendment to the lease agreement between Pasquotank County and Albemarle Hospital Authority. The motion carried.

**5. APPROVAL OF SIGNATORY FORM AND CERTIFICATION FOR CDBG GRANT:**

Interim County Manager Rodney Bunch explained that the Board needs to approve a new signatory card for the current scattered site CDBG grant since Randy Keaton is no longer the County Manager and he was an authorized signatory party for the grant. Mr. Bunch's name will be added to the card in place of Mr. Keaton's. Chairman Jeff Dixon and Vice-Chairman Joe Winslow will also be added as signatory parties. In addition to approving the signatory form the Board needs to adopt a resolution designating the signatory parties.

Motion was made by Gary White, seconded by Frankie Meads to adopt the following resolution approving the signatory form and certification for the CDBG Scattered Site Housing Grant. The motion carried.

**RESOLUTION  
SIGNATORY FORM AND CERTIFICATION**

**WHEREAS**, Pasquotank County has been awarded a Community Development Block Grant Scattered Site Housing Grant in the amount of \$400,000 from the North Carolina Department of Commerce Division of Community Assistance to provide funds for scattered site housing repairs and/or replacement; and

**WHEREAS**, only those persons specifically designated as official signatory parties may sign requisitions for funds from the State for use in this project.

**NOW THEREFORE BE IT RESOLVED** that the Pasquotank County Board of Commissioners designates the following persons as signatory parties for this scattered site grant identified as Grant Number 10-C-2172:

Jeff Dixon  
Joseph S. Winslow, Jr.  
Sheri Small  
Rodney Bunch

**ADOPTED** this the 20<sup>th</sup> day of May 2013 at Elizabeth City, North Carolina.

**6. ADOPTION OF RESOLUTION SUPPORTING HOUSE BILL 638 TO INCREASE THE NUMBER OF BOARD MEMBERS ON THE LME BOARD:**

The Board considered adoption of a resolution urging the General Assembly and the Governor to enact House Bill 638 which would increase the number of board members on the LME Board. Mr. Bunch explained that the proposed bill was introduced in response to membership requirements that were enacted in the 2012 General Assembly Session which essentially required that appointees to the East Carolina Behavioral Health Board had to represent specific occupations or groups. This effectively limited the participation of county commissioners on the ECBH Board. House Bill 638 would increase the size of the board from 21 to 30 members, allowing participation by more county commissioners.

Motion was made by Frankie Meads, seconded by Joe Winslow to adopt the following resolution supporting House Bill 638. The motion carried.

**A RESOLUTION URGING MEMBERS OF THE NORTH CAROLINA GENERAL ASSEMBLY AND GOVERNOR MCCRORY TO ENACT HOUSE BILL 638 INCREASING THE NUMBER OF BOARD MEMBERS ON THE LME BOARD**

**WHEREAS**, new membership requirements for the Boards of Local Management Entities (LMCs) were enacted in the waning hours of the 2012 Session of the General Assembly; and

**WHEREAS**, these new requirements limit the participation of county commissioners from the nineteen (19) participating counties comprising East Carolina Behavioral Health; and

**WHEREAS**, these new requirements also limit the total membership to twenty-one (21) members with most of the members having to be representative of a specific occupation or group; and

**WHEREAS**, these new requirements have to be implemented by October 2013; and

**WHEREAS**, Representative Bob Steinburg and Representative Paul Tine have introduced HB 638 to increase the Board size to 30 members, which will allow more county commissioner participation on LME Boards serving ten (10) or more counties, understanding that counties and the State have a vested interest and obligation to provide adequate mental health services and oversight to our citizens in a responsible and realistic way;

**NOW, THEREFORE, BE IT RESOLVED** that the Pasquotank County Board of Commissioners urges the Members of the General Assembly to support the passage and enactment of HB 638.

**BE IT FURTHER RESOLVED** that copies of this resolution be sent to the Governor, the Secretary of the NC Department of Health and Human Services, the leadership of the NC General Assembly, and the House and Senate members of the General Assembly representing the East Carolina Behavioral Health LME Catchment area.

This the 20<sup>th</sup> day of May, 2013.

**7. APPROVAL OF APPOINTMENT TO THE BOARD OF ADJUSTMENT:**

The Board considered a recommendation made by the Appointments Committee at the last meeting to appoint Ronald Markham to the Board of Adjustment. His application for appointment had been provided to members of the Board since the last meeting. Chairman Dixon asked if there were any further nominations for the Board of Adjustment. There being none;

Motion was made by Joe Winslow, seconded by Gary White to approve the appointment of Ronald Markham to the Board of Adjustment. The motion carried.

**8. CALENDAR:**

The Clerk reviewed the calendar of upcoming meetings and events.

**9. REPORTS FROM COMMISSIONERS:**

Commissioner Frankie Meads reported that the SPCA has been able to relocate a lot of the dogs that were acquired from a recent dog-fighting operation, and is also in the process of moving some of the cats that were acquired from a cat rescue operation. He said a number of dogs may have to be euthanized because they cannot be rehabilitated for use as pets. He noted that the SPCA is working very hard to raise funds to build its new facility and is doing an outstanding job.

Vice-Chairman Joe Winslow said he had an opportunity to attend a Community Wind Energy Forum on May 15 and found it very informative. He stated that the topic was mainly about small windmills and how they could benefit the counties, the school systems and other public buildings by cutting down on their energy costs. He said he brought back a lot of materials and data that he will be passing on to the Manager.

Commissioner William Sterritt stated that the Governance Committee held its third forum a few nights ago at Nixonton Ruritan Club. He said a lot of significant comments were received that will be taken under advisement. He stated that in some cases the same people have been making the same comments at the different forums, but all comments are welcomed. He invited everyone to attend the next forum on June 20 at Faithway Church.

Commissioner Gary White reported that he had lunch today with Governor McCrory at the Cypress Creek Grill and the Governor assured him that he would not forget that Northeastern North Carolina exists.

Chairman Dixon advised that a quarterly roundtable meeting will be held tomorrow at 11:45 AM for Chairmen and Managers in the First Representative District to discuss issues that concern all of the counties and to put some strategy together to fight any issues that may be detrimental to the region. He said the meeting will be held at Museum of the Albemarle.

Chairman Dixon asked if there was any further business to come before the Board. There being no further business;

Motion was made by Gary White, seconded by Frankie Meads to adjourn the meeting. The motion carried and the meeting was adjourned at 7:35 PM.

*Karen James*  
CLERK TO THE BOARD

*[Signature]*  
CHAIRMAN