

**PASQUOTANK COUNTY, NORTH CAROLINA  
AUGUST 7, 2023**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, August 7, 2023 in Courtroom C in the Pasquotank County Courthouse.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Sparty Hammett, County Manager  
John Shannon, Assistant County Manager  
R. Michael Cox, County Attorney  
Mike Barclift, Management Fellow  
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Chairman Charles Jordan. Chairman Jordan welcomed those in attendance. Commissioner Clifford Shaw gave the invocation and Commissioner Jonathan Meads led in the Pledge of Allegiance to the American Flag.

**1. AMENDMENTS TO THE AGENDA:**

Vice-Chairman Barry Overman requested that the agenda be amended to add the following items recommended by the Finance and Appointments Committees to the agenda: 1) Approval of Shower Trailer Transfer to Martin County; 2) Approval of Selling County Owned Properties; 3) Approval of Citizen Request to Use Former Albemarle District Jail; and 4) Recommendations by Appointments Committee.

Motion was made by Barry Overman, seconded by Sean Lavin to amend the agenda to add Items #1-3 to the Consent Agenda and Item #4 to New Business. The motion carried unanimously.

**2. PRESENTATION OF PROCLAMATION FOR CHILD SUPPORT AWARENESS MONTH:**

Chairman Jordan called on Alden Miller, Program Manager for YoungWilliams, to come forward to accept the following proclamation proclaiming August 2023 as Child Support Awareness Month in Pasquotank County:

State of North Carolina  
County of Pasquotank  
Proclamation  
Child Support Awareness Month  
August 2023

WHEREAS Pasquotank County is recognizing August as Child Support Awareness Month, and reaffirms its commitment to strengthening Pasquotank County's families by providing child support services to improve the economic stability and well-being of children; and

WHEREAS, in State Fiscal Year 2022-23, more than \$4 million in child support was collected from parents of Pasquotank County's children, and

WHEREAS, there are nearly 2,026 child support orders in place, working to ensure that more than 2,249 children receive financial support from their parents: and

WHEREAS, the court must order either parent to obtain and maintain medical health insurance coverage for a child if it is actually and currently available to the parent at a reasonable cost.

WHEREAS Child Support Awareness Month salutes the diligent working parents who spend time with their child and who make regular child support payments, to safeguard their children’s future: and

WHEREAS, strengthening individuals and families promotes the safety and well-being of children, provides stability, improves the lives of children, and provides opportunities for families to be able to enhance their children’s futures; and

WHEREAS, children who do not receive adequate financial and emotional support from their parents may experience greater difficulty in becoming healthy, happy, and productive citizens; and

WHEREAS, many concerned and dedicated judges, district attorneys, clerks of court, sheriffs’ personnel, and child support professionals work to establish and enforce child support orders for Pasquotank County’s children, one of our county’s most vital resources.

NOW, THEREFORE, We, the Pasquotank County Board of Commissioners, do hereby proclaim August 2023, as “CHILD SUPPORT AWARENESS MONTH” in Pasquotank County, and commend its observance to all citizens.

IN WITNESS WHEREOF,

Charles Jordan, Chairman,  
Pasquotank County Board of Commissioners

Mr. Miller thanked the Board, and said it has always been a pleasure serving the citizens of Pasquotank County since 1994.

**3. COMMENTS BY BETSY MEADS:**

Chairman Jordan called on Betsy Meads of 2008 Johnson Road to address the Board. Ms. Meads spoke in opposition to the ECPPS School Board becoming partisan races versus nonpartisan, as they are now in the County. She stated that partisan races will require unaffiliated voters who want to run for the School Board to gather signatures of 4% of the registered voters in the County, which as of today would be 1,174 signatures. She noted that if a candidate is associated with a party, they get to walk into the local elections board, and pay a small fee to file.

**4. COMMENTS BY CYNTHIA CHAPMAN:**

Chairman Jordan called on Cynthia Chapman of 206 Rachel Drive to address the Board. Ms. Chapman asked that the Board consider changing the wording in the current Zoning Ordinance to include downed trees. There are some in her neighborhood that have been down since previous hurricanes, and unfortunately Code Enforcement is unable to help her because the current wording does not address downed trees.

**5. APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

a. Approval of Minutes of July 17, 2023 Commissioner Meeting

b. Approval of Tax Releases and Refunds

The Tax Office has recommended approval of the following tax releases and refunds:

Tax Releases

	Taxpayer	County	City
1.	Marian E. Barnes	545.47	453.42
2.	Dorothy Eliz Davis Combs	187.42	112.69
3.	Loretta Anne Kramer & Jerome Michael Kramer	673.50	
4.	Cathy Brown Guthrie	224.00	147.50
5.	Sandra Crutch Valentine	484.09	395.01
6.	Louis Jr. & Margaret L. Riddick	224.00	147.50
7.	Diane Gorham	500.52	
8.	University Plaza Eliz City LLC	2,187.36	2,081.52
9.	University Plaza Eliz City LLC	2,187.36	2,081.52
10.	Leon Brothers	144.00	
11.	Elizabeth City – Pasquotank County Airport Authority	7,288.10	
12.	Elizabeth City – Pasquotank County Airport Authority	404.86	

13.	Elizabeth City – Pasquotank County Airport Authority	252.54	
14.	Elizabeth City – Pasquotank County Airport Authority	402.38	
15.	Elizabeth City – Pasquotank County Airport Authority	404.86	
16.	Elizabeth City – Pasquotank County Airport Authority	261.02	

**Tax Refunds**

	Taxpayer	County	City
1.	Raymond Allen Klages Jr.	140.95	134.72
2.	Cardi LLC & Keith Marcellas Jones	533.28	507.47
3.	Calvin Henry Spellman	151.02	143.72
4.	Charlie Lawrence Mitchell II & Janita Williams Mitchell	116.75	113.13
5.	David John Williams	115.51	
6.	Arthur Peter Dammers & Kathleen Dammers	103.38	
7.	Rebekah Anne Smith & Willie Alan Smith	198.91	

**Solid Waste Fee Releases**

	Owner’s Name	Parcel ID #	Reason for Release
1.	M. C. Brewer	17-C-76	Vacant
2.	Justin M. Bowen	P117-6	Vacant
3.	Rodrigo Arturo Lara Ponce	P33-14	Vacant
4.	Rodrigo Arturo Lara Ponce	P10-4	Vacant
5.	Eula Martin	37-B-58	Vacant
6.	Veletta Scoon	31-D-4	Vacant
7.	Norman C. Warden Jr.	12-G-19	Vacant

*c. Approval of Budget Amendment*

The Finance Office has requested approval of the following budget amendment:

**Special Appropriations**

Decrease	010.6900.5991.00	Contingency	30,000.00
Increase	010.6600.5625.03	Elizabeth City Downtown	30,000.00

*d. Approval of Settlement with Eastern Shore Communications*

In 2017, the County signed a lease with Eastern Shore Communications (ESC) of North Carolina, LLC which allowed ESC to install equipment on the County’s water tower in Commerce Park. ESC was attempting to provide broadband to clients in Commerce Park. The initial term was for five (5) years ending November 2022. The project has not worked out for ESC, and as of March 2023, they did not have any clients in Commerce Park. The lease provided an automatic renewal of four (4) five (5) year extensions, unless cancellation was provided by a certain date. ESC missed the deadline to cancel the lease, so the lease renewed for an additional five (5) year period. ESC suggested it pay the County through the end of 2023, and be allowed to “walk away” from the lease. The lease amount is approximately \$302 per month. Per Board direction, the five (5) year renewal term which began on November 5, 2022 shall end on April 30, 2025, rather than November 4, 2027.

*e. Approval of Shower Trailer Transfer to Martin County*

In 2017, Pasquotank-Camden Emergency Management was awarded a Homeland Security Grant in the amount of \$65,000 to purchase a 26 foot, 6-stall shower trailer with a stackable washer and dryer. It was delivered to Pasquotank County in the summer of 2018. Since arriving in 2018, the trailer has been housed outside at the storage lot on Pritchard Street, and has only been used three times: two planned exercises in Gates County, and once in Perquimans County at a church for lodging of responders coming to assist our local agencies.

Martin County Emergency Management has expressed interest in taking possession of the unit and has a facility large enough to house it inside. The trailer will remain a regional asset since it was purchased through Homeland Security funds, so if it is needed in Pasquotank or Camden Counties, we will have access to it. NC Emergency Management is working to develop a new memorandum of agreement for Martin County. The Finance Committee has recommended approval of transferring the shower trailer to Martin County.

*f. Approval of Selling County Owned Properties*

Staff conducted a review of property owned by the County to determine if any properties would be suitable for sale. A total of six properties were identified that could be sold (P143-63, 55-E-105, P122a-219/220, P93-110, and P98-2). Staff reviewed whether the County would have any future use for the properties and also whether the sales would have any negative impact such as drainage concerns. The Finance Committee has recommended approval to sell the properties via the upset bid process.

*g. Approval of Citizen Request to Use Former Albemarle District Jail*

This item was originally on the May 15, 2023 Finance Committee agenda. The Finance Committee deferred action until additional information could be obtained. The County Manager recently toured the former Albemarle District Jail (ADJ) with other County staff. Staff recommended approval to allow Mr. Wells to film outside of the former ADJ, and to allow a staff member to spend an hour inside the facility to escort the film crew to film the interior. The Finance Committee has recommended approval of the request.

Motion was made by Sam Davis, seconded by Sean Lavin to approve the Consent Agenda, as amended. The motion carried unanimously.

**6. RECOMMENDATIONS BY APPOINTMENTS COMMITTEE:**

Vice-Chairman Overman, Chairman of the Appointments Committee, stated that the Appointments Committee met today and would like to make the following nominations:

Elizabeth City-Pasquotank County Human Relations Commission – Nominate Demetrius Stokley and Creven Powell to serve 4-year terms.

Motion was made by Barry Overman, seconded by Clifford Shaw to accept the nominations of Demetrius Stokley and Creven Powell to the Elizabeth City-Pasquotank County Human Relations Commission. Since these are both new appointments, they will need to lie over for two weeks to allow for additional applications. The motion carried unanimously.

**7. REPORT FROM COUNTY MANAGER:**

County Manager Hammett said originally he informed the Board what he wanted to post the Finance Office position September 1<sup>st</sup>. Due to the difficulty of filling that position, he wants to go ahead and get the position posted by the end of next week.

**8. REPORTS BY COUNTY ATTORNEY:**

County Attorney Mike Cox reported that the Special Projects Committee met today and discussed amendments to the Animal Control Ordinances. He gave an overview of his recommendations, and said he will provide copies of the current ordinance to the Board for their review.

**9. COMMENTS BY CLERK:**

The Clerk reviewed the calendar and reported that the Human Relations Commission still has one vacancy.

**8. REPORTS FROM COMMISSIONERS:**

Commissioner Shaw attended the Committee of 100 Luncheon on July 19<sup>th</sup>. On July 21<sup>st</sup>, he attended an Animal Control Board meeting. On July 23, he took a tour of the new SOULS Ministry, which is a program who provides meals for the homeless. He was very impressed with the new facility. On July 27<sup>th</sup>, he attended the TDA meeting. On July 27<sup>th</sup>, he attended the Jail Board meeting. Lastly, on August 7<sup>th</sup>, he attended the Special Projects Committee meeting to discuss amendments to the animal control ordinances.

Commissioner Davis attended the Committee of 100 Luncheon. He said Commissioner Overman's son spoke at the event and did an excellent job. Chairman Jordan said several of the students did a fine job. He also attended the Solid Waste/Landfill Committee meeting.

Commissioner Meads attended the Solid Waste/Landfill Committee meeting.

Commissioner Lavin said he has been vacationing for the past 16 days and has not attended any meetings for the County. He is looking forward to the upcoming NCACC Conference later this month.

Commissioner Griffin stated that his meetings start this week.

Vice-Chairman Overman attended the Committee of 100 Luncheon. He attended the COA Finance Committee meeting, the Central Communications Advisory Board meeting, and the Public Safety Meeting. He thanked City Beverage for donating a pallet of water to the Weeksville Volunteer Fire Department through a grant that the County's Volunteer Coordinator Robert Boyce submitted. He said Weeksville's new fire engine is traveling to Raleigh next week for the South Atlantic Fire Rescue Expo representing Spartan, the company who built the truck. Lastly, he attended the Special Projects Committee meeting.

Chairman Jordan said he is happy to have the Elizabeth City Pasquotank County School Board Chairperson, Angela Cobb in attendance tonight. He attended the Elizabeth City Chamber of Commerce meeting, the EDC meeting, the Solid Waste/Landfill Committee meeting, the Committee of 100 Luncheon, the Library Board meeting, the Drainage Committee meeting, the Jail Board meeting, and the George M. Wood Memorial Park Ribbon Cutting with the County Manager.

Motion was made by Barry Overman, seconded by Sam Davis to adjourn the meeting. The motion carried and the meeting was adjourned at 6:22 PM.

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CHAIRMAN

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CLERK TO THE BOARD