

PASQUOTANK COUNTY, NORTH CAROLINA
SEPTEMBER 2, 2014

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, September 2, 2014 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

OTHERS PRESENT:

Rodney Bunch, 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 Jeff Dixon. Commissioner Lloyd Griffin gave the invocation and Vice-Chairman Joe Winslow led in the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Chairman Dixon asked if there were any amendments to the agenda. Vice-Chairman Joe Winslow requested that the agenda be amended to add the following items to the consent agenda:
1) Recommendation from the Finance Committee to authorize the Social Services Department to add three caseworker positions to help manage applications and massive caseloads; and 2) Recommendation from the Finance Committee to not support the county's share of 40 additional hours of paid leave for Cooperative Extension Services employees for FY 2014-15. Vice-Chairman Winslow stated that it is recommended that the following items be added to new business: 1) Recommendation from the Finance Committee to hire the law firm of Carlton & Glass to assist with a legal matter; and 2) Recommendation from the Finance Committee to approve the hiring of an EMS Training Officer with extensive experience as both a Paramedic and EMS Instructor above the hiring rate at pay grade 20, step 7, \$42,687.

Motion was made by Joe Winslow, seconded by Lloyd Griffin to approve the amendments to the agenda as presented. The motion carried unanimously.

2. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of August 18, 2014 Commissioner Meeting

b. Approval of Tax Releases and Refunds

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

Releases:

	County	City
1. Jerry L. Boyce	234.84	
2. Mary E. & Odell Moore	144.00	
3. Joyce Marilyn B. Etheridge	430.92	
4. Connie Marie & Curtis Wrenn	411.00	276.75
5. Amaquah Keith Bonsu	123.86	102.32
6. Cello Partnership	130.72	105.78

Refunds:

	County	City
1. Chappell and Son, Inc.		123.35
2. Aaron Jerod Moore	112.66	89.65
3. Daniel Joseph Langley	141.39	

Solid Waste Releases:

Owner's Name	Parcel ID Number	Reason for Release
Margaret B. Barham	P96-42	Vacant since 1995/used for storage
Carrie Bernard	P132A-114	Vacant since 2010
Carrie Bernard	P132A-222	Vacant since 2000
Wilford & Nellie Spellman Heirs	P94-26	Vacant since 2003/not livable
James E. Mullen Heirs	31-D-6	Vacant since 2006/needs work
William H. Figgs	55-A-46	Vacant since 2009
Norman L. Warden, Jr.	12-G-19	Vacant since 2008/not livable
Bennie Winslow	P143-10	Vacant since 2009

Solid Waste Fee Refunds:

Owner's Name	Parcel ID Number	Reason for Release
Aquino L. & Joan S. Cantal	P132A-44	Vacant since 2012/not livable
John R. & Myrna O. Etheridge	P93-25-15	Vacant since 2010

c. Approval of Budget Amendment

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

Schools

Increase	010.0991.4991.00	Fund Balance Appropriated	647,000.00
Increase	010.5910.5636.01	Additional Funding	647,000.00

d. Approval to Add Three Income Maintenance Caseworker Positions at the Department of Social Services

The Finance Committee has recommended that the Social Services Department be authorized to add three Income Maintenance Caseworker positions to help manage applications and massive caseloads.

e. Denial of Additional Paid Leave to Cooperative Extension Service Employees

The Finance Committee has recommended that the Board not support providing the county's share of 40 additional hours of paid leave for Cooperative Extension Service employees for 2014-15 that was approved by the General Assembly as part of the state budget due to the fact other county employees cannot be provided the same leave.

Motion was made by Lloyd Griffin, seconded by Joe Winslow to approve the consent agenda as amended. The motion carried unanimously.

3. APPROVAL TO HIRE EMS TRAINING OFFICER ABOVE THE HIRING RATE:

The Board considered a recommendation from the Finance Committee to approve the hiring of an EMS Training Officer above the hiring rate at Grade 20, Step 7, \$42,687, due to her lengthy experience as both a Paramedic and an EMS Instructor. County Manager Rodney Bunch explained that the Finance Committee voted 5 to 2 to recommend that the EMS Director be authorized to hire a training officer as stated, so this is being brought to the full Board for approval. Mr. Bunch noted that Finance Officer Sheri Small has determined that the cost of the position will be \$5,400 above what has been included in this year's budget for a Training Officer.

Motion was made by Lloyd Griffin, seconded by Gary White to authorize the EMS Department to hire an EMS Training Officer at Grade 20, Step 7, \$42,687.

Discussion followed and Commissioner Frankie Meads stated that he voted against this at the Finance Committee meeting and plans to vote against it tonight. He said he believes since Camden County is a part of the EMS Board and supports EMS that this request should have first been brought to the EMS Board prior to being brought to the Board of Commissioners. He suggested that action be delayed on this matter until after the next EMS Board meeting.

County Manager Rodney Bunch explained that the EMS Board is aware that the EMS Department wanted to hire a Training Officer and funds were budgeted for the position. He said all hirings come directly from the department heads to him. He stated that since it is a personnel matter, outside agencies do not vote on it.

Ms. Small explained that Camden County pays for a service and pays 20% of the shortfall between the EMS revenues and expenditures. She said Camden does not have an equity interest in any assets and is paying for contracted services.

EMS Director Jerry Newell stated that the baseline salary for the position, which is just over \$37,000, was budgeted this year, so what is being considered now is only the \$5,400 increase.

Commissioner Cecil Perry stated that he has concerns about hiring a person above the hiring range and he feels this is a position that could be shared with other counties in order to lower Pasquotank County's expense. He said he would question whether this is something the EMS Department could do without at this time.

Commissioner William Sterritt stated that he fully understands that the Board of Commissioners is the policy maker and does not supervise or hire employees as this is the County Manager's responsibility. He said he knows the Board should not get involved in telling department heads what to do. He stated that he believes Commissioner Meads has a point about the process of notifying a committee that this is on the table and getting their input. He said if they operated like that with all committees it would be a problem.

Commissioner Gary White said he sits on the EMS Board with Commissioner Meads and with Commissioner Meiggs and Commissioner Krainiak, his counterparts in Camden County, and he feels that it is their responsibility to enlighten the rest of their board on any matters in which they are involved. He stated that this is a matter they could have conveyed to their board.

The motion to approve hiring an EMS Training Officer at Grade 20, Step 7 carried by a five to two margin with Commissioners Meads and Perry voting against the motion.

4. APPROVAL TO HIRE LAW FIRM:

The Board considered a recommendation from the Finance Committee to hire the law firm of Carlton & Glass to represent the county in a legal matter.

Motion was made by Gary White, seconded by Lloyd Griffin to approve the hiring of the law firm of Carlton & Glass to represent the county in a legal matter.
The motion carried.

5. REPORT FROM THE COUNTY MANAGER:

County Manager Rodney Bunch reported that work is scheduled to begin on Sawmill Park on Monday, September 8.

6. CALENDAR:

The Clerk reviewed the calendar of upcoming meetings and events.

7. REPORTS FROM COMMISSIONERS:

Commissioner William Sterritt reported that the Joint Recreation Advisory Committee will be meeting on September 11 and will be touring the downtown waterfront area and looking at the newest project proposed for the waterfront property recently purchased for recreation purposes.

Commissioner Frankie Meads requested that the Board hold a Closed Session at the end of tonight's meeting to discuss a personnel matter without staff present.

Commissioner Lloyd Griffin reported that the Albemarle Commission has hired a new Executive Director, Kathy Manson, who began work today. He also reported that the RPO met two weeks ago and there were discussions about the new STI funding formula. He said Board of Transportation Member Malcolm Fearing is taking their concerns to the Board of Transportation at its meeting this week. He noted that four major bridges in the area have been removed from the funding cycle.

Vice-Chairman Joe Winslow reported that he was in a COA finance meeting this morning and learned that COA has started a new welding lab. He said there has been great interest in this program from local residents and COA expects to begin with about 43 students in the welding lab.

Chairman Dixon reported that July occupancy tax collections were the best ever since implementation of the occupancy tax with \$66,000 collected. He said part of this can be attributed to the fact that there were mandatory evacuations from Hatteras Island during the Fourth of July weekend due to Hurricane Arthur and many of those evacuees stayed in Elizabeth City's hotels for three days.

Chairman Dixon stated that a Commissioner ex officio has not yet been appointed to the Community Relations Commission and this falls under his authority. He reported that he has selected Commissioner William Sterritt to sit on that committee as the Board's ex officio member.

Chairman Dixon advised that the Boys and Girls Club's move to the old Elizabeth City Middle School went very smoothly. He stated that 120 kids are currently participating and there are 50 more waiting to sign up. He said this has turned out to be a great renovation project and he believes this is something everyone in the county should be proud of.

Vice-Chairman Winslow stated that the Manager of DRS has told him that it would be nice if the county and DRS would get together and possibly have a function at DRS in the next couple of months. It was suggested possibly having a tour of the DRS facility or a joint city-county meeting there.

8. CLOSED SESSION TO DISCUSS A PERSONNEL MATTER:

Chairman Dixon asked if there was any further business to come before the Board in regular session. There being none, he asked for a motion that the Board enter Closed Session to discuss a personnel matter without staff.

Motion was made by Frankie Meads, seconded by Cecil Perry that the Board enter Closed Session to discuss a personnel matter without staff. The motion carried unanimously.

Upon the end of Closed Session;

Motion was made by Gary White, seconded by Cecil Perry that the Board return to Regular Session. The motion carried unanimously.

Motion was made by Gary White, seconded by Cecil Perry to adjourn the meeting. The motion carried and the meeting was adjourned at 7:40 PM.

Karen Jansop
CLERK TO THE BOARD

[Signature]
CHAIRMAN