

**PASQUOTANK COUNTY, NORTH CAROLINA  
SEPTEMBER 15, 2014**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, September 15, 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 item to the consent agenda:  
1) Recommendation from the Finance Committee to approve a one-step pay increase for the Water Superintendent due to him obtaining his C-well certificate.

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

**2. PRESENTATION OF PROCLAMATION FOR HOSPITAL AND HEALTH SYSTEM PHARMACY WEEK:**

Chairman Dixon called on Jennifer Burgess, Clinical Pharmacy Specialist with Sentara Albemarle Medical Center, to accept a proclamation for Hospital and Health System Pharmacy Week. He read the proclamation as follows and then presented it to Ms. Burgess:

*Proclamation  
Hospital & Health System Pharmacy Week  
October 19-25, 2014*

*Whereas*, pharmacists are experts in the successful use of today's complex medications; and

*Whereas*, patients in hospitals and health systems receive better care when pharmacists are directly involved in medication management decisions; and

*Whereas*, pharmacists' direct involvement in patient care helps reduce unnecessary costs and burden on the health system; and

*Whereas*, the pharmacists and pharmacy technicians practicing in the hospitals and health-systems of Pasquotank County contribute to the health and well-being of our citizens; and

*Whereas*, the American Society of Health-System Pharmacists has declared October 19-25, 2014 as Hospital & Health-System Pharmacy Week.

*Now, therefore, be it resolved* that the Pasquotank County Board of Commissioners hereby proclaims October 19-25, 2014 as *Hospital & Health-System Pharmacy Week* in Pasquotank County and urges all of our citizens to acknowledge the valuable services of the pharmacists and

pharmacy technicians who work in inpatient, outpatient, home-care, and long-term-care settings and all they do to help patients make the best use of their medicines.

*In witness whereof* I have hereunto set my hand and caused this seal to be affixed this 15<sup>th</sup> day of September, 2014.

Ms. Burgess thanked the Board for the proclamation on behalf of the pharmacy team at Sentara Albemarle Medical Center. She noted that the transition to Sentara is going very well.

### **3. PUBLIC HEARING ON FAMILY SUBDIVISION VARIANCE REQUEST 14-02:**

Chairman Dixon declared the meeting to be a public hearing on a request from Chris White for a variance from the family subdivision road frontage requirements. Those planning to testify, Mr. White and Planning Director Shelley Cox, were sworn in by the Clerk.

Chairman Dixon asked if anyone would like to speak for or against the variance request. There being no comments, the public hearing was closed.

Ms. Cox explained that the petitioner is requesting to create a family subdivision lot at 404 Long Lane in Newland Township that does not have 25 feet of road frontage as required by Article 3, Section 303 of the Pasquotank County Subdivision Ordinance. She said the family subdivision regulations require 25 feet of road frontage on an existing state maintained road. Given the dimensions and the location of this property, it was impossible for Mr. White to meet the requirements. Ms. Cox said the entire tract is approximately 72 acres and the proposed parcel is 1.47 acres and is located approximately 780 feet off of Long Lane. She stated that there was previously a homestead located on the site where Mr. White would like to build his house and Mr. White has indicated that the property has been in his family over 200 years. She said there is an existing septic system that serves the property and utilities are in place. She explained that access to the property has traditionally been provided by a private road that leads off of Long Lane, and a 25 foot easement is proposed at the end of the private road that would allow permanent access to the property. Ms. Cox advised that the proposed subdivision does meet all of the requirements for a family subdivision with the exception of the requirement for 25 feet of state maintained road frontage. She said in order to issue a variance from the 25 foot requirement there are several findings the Board has to make. She stated that the Planning Board reviewed this request during its last meeting and made some recommended findings as follows:

- a) *There are special circumstances or conditions affecting said property such that the strict application of the provisions of this Ordinance would deprive the applicant of reasonable use of his land.* The existing 72 acre parcel does not have any road frontage on a state maintained road. There is an existing private road that provides access to the property. The variance is required in order for the applicant to be gifted a lot by his grandmother.
- b) *The variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner.* The area proposed to be subdivided was previously utilized for over 100 years by the applicant's family for a residence. The approval of this variance will permit the applicant's extended family to continue farming the residual property while allowing the applicant to build a home on the site where his family's home was previously located.
- c) *The circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this Ordinance.* The existing 72 acre parcel has no frontage on a state maintained road, but has historically utilized a private road.
- d) *The granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which said property is situated.* There was a previous home on the property which was demolished in December 2013. Existing utilities are located on the property including a septic system and a water tap. An existing private road and a 25 foot easement will provide access to the new parcel while the residual parcel will retain access along the private road. The creation of a family subdivision lot at this location should have no effect on the surrounding properties.

Motion was made by Gary White, seconded by William Sterritt to approve Family Subdivision Variance Request 14-02 and to adopt the recommended findings from the Planning Board as listed above.

Discussion followed and Commissioner Lloyd Griffin asked Mr. White questions regarding access to the property.

The motion to approve the variance carried unanimously.

4. **APPROVAL OF CONSENT AGENDA:**

The Board considered the following consent agenda:

- a. Approval of Minutes of September 2, 2014 Commissioner Meeting
- b. Approval of Tax Releases and Refunds  
The Finance Committee has recommended approval of the following tax releases and solid waste fee releases:

Releases:

		County	City
1.	Harvey L. Sr. & W. Beatrice Beasley	411.00	276.75
2.	Alltel Communications	479.86	
3.	Audrey Banks	130.72	
4.	Helen J. Banks Lfe. Est.	296.40	
5.	Rose A. Bateman	321.48	
6.	Lillian Faye Williams	432.00	
7.	Rose A. Bateman	3,109.12	
8.	Joann S. Cantal Etal	370.12	
9.	Caddie L. Capps Lfe. Est.	674.48	465.27
10.	Joshua Thomas Davis	158.08	
11.	Linda S. Etheridge Etal	1,560.28	
12.	Clay B., Jr. & Mary Ann Foreman	140.60	113.78
13.	Michael C. & Darlene Gray Etal	233.32	
14.	First South Leasing	281.96	
15.	Delia L. Meads	279.68	
16.	HAP of Elizabeth LLC	2,145.48	1,736.15
17.	Benjamin Franklin, Jr.	1,179.56	869.94
18.	Christopher & Mary H. Myatt	2,403.88	
19.	Michael C. & Darlene T. Gray Etal	233.32	
20.	Reyna Capital Corp	996.89	806.70
21.	Troy O. & Betty Meads	144.00	
22.	William T. Ward Etal	7.60	
23.	R. Weston McPherson	118.56	95.94

Solid Waste Releases:

Owner's Name	Parcel ID Number	Reason for Release
Justin Bowen	P117-6	Vacant 4 years
Timothy A. & Carla W. Dewald	P12A-31	Vacant since 2003/used for storage
George O. & Margaret M. Halstead	P95-46	Vacant over 35 years
John T. Long	P93-23	Vacant 2+ years
Silas J. Lupton & Georgetta B. Jackson	P119-15A	Vacant 7 years
Herman Meads	P58-50	Vacant 12 years
Ott Louis Miller & Marcia McMichael Trust	P129-11	Vacant since 2012/house torn down
Adrian H. & Reva H. Mizelle	P142B-89	Vacant since 2007
Woodyworks LLC	P120-32	Vacant since 2011
2 Steps Ed/Rec LLC	P80-82	Vacant since 1999

c. Approval of Family Subdivision Request FS 14-06 by Jeremy Bailey

Staff recommends approval of Family Subdivision Request FS 14-06 by Jeremy Bailey. Mr. Bailey is requesting to create a one-acre gift lot from his grandfather, Henry Bailey, in accordance with Article 5, Section 303 of the Pasquotank County Subdivision Ordinance. A total of 26.9 feet of road frontage is provided to the parcel off of Simpson Ditch Road. Birth certificates have been provided as documentation that the plat qualifies as a family subdivision and an improvement permit has been issued for a septic system. Staff advises that the request meets the minimum requirements for a family subdivision and recommends approval.

*d. Approval of Step Increase for Water Superintendent*

The Finance Committee has recommended that the Board approve a one-step salary increase from pay grade 31, step 8 to step 9 for the Water Superintendent since he has obtained a C-well certificate. The new annual salary will be \$62,134 effective October 1, 2014.

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

Discussion followed and Commissioner Griffin noted that the family subdivision lot in item c is a flag lot, the type of lot the county has tried to prevent from happening in the past. Ms. Cox said it is a flag lot, however it was impossible for the property owner to do anything except a flag lot. She stated that this lot was promised to Mr. Bailey by his grandfather. Commissioner Griffin questioned the need to create a new access when there is already an existing path to the property. Ms. Cox explained that if the lot had come off of the existing private right of way, it would have required a subdivision variance. She said it would be very difficult to meet the findings of fact with a variance when road frontage can be accommodated with a conforming lot. She added if the property owner chooses to use the existing path, there is nothing to prevent him from doing so. She said if Mr. Bailey were to sell his property or the private path was not maintained, there would always be access to the property from Simpson Ditch Road with the 25 feet of road frontage.

The motion to approve the consent agenda carried unanimously.

The following tax releases have been approved by the Finance Officer:

		County	City
1.	Gloria Winston T/A Kuddly Kidz	5.02	4.06
2.	Timothy E. McMahon	21.20	
3.	Health Net Inc.	1.60	1.04
4.	Shirley Combs	4.10	3.32
5.	Otis Eugene Coston, Jr.	5.99	4.70
6.	Brian J. & Amy F. Eckely	59.68	
7.	Sheila Victoria Jones	4.85	8.81
8.	Frederick Lee Moss	12.92	
9.	Aaron Jerrod Moore	94.55	80.49
10.	Daniel Earl Phelps IV	22.65	
11.	Cellco Partnership DBA/Verizon Wireless	3.65	
12.	Brenda S. Sanders	50.16	40.59
13.	Salvatore V. & Patricia Dalli	23.14	18.73
14.	Sammy Anthony Demaria	18.20	14.73
15.	Herscal P. Williams, Sr.	17.67	
16.	Kenneth R. & Susanne Edwards	13.68	
17.	Amanda Sawyer Photography	16.84	
18.	Reyna Capital Corp.	35.95	29.09
19.	Coinmach Service Corp.	14.59	11.81
20.	Mail Finance Inc.	17.02	13.78
21.	Brenda E. Black	32.15	
22.	William L. & Judy A. Tripp	47.39	37.84
23.	Georgia Anna Jones	27.59	21.68
24.	Milford Frances Creecy		16.85
25.	George Washington Harris	90.99	72.64
26.	James E. Jr. & Mary Schiffbauer	51.68	
27.	Rubenia S. Williams		36.00
28.	Michael A. Pritchard	144.00	
29.	Jimmy M. Rogerson	9.23	
30.	Margaret Carolyn Brothers	58.02	45.59
31.	Susan McGhee Pritchard	64.49	
32.	Lisa Meads Lacy	78.55	
33.	Lynda Jo Bofile	55.48	
34.	William T. Ward Etal	53.93	
35.	Kenneth Edwards	6.08	4.92
36.	Steven Edward Swayne	23.48	
37.	James M. Jr. & Rebecca T. Weeks		39.98
38.	Pantry Inc.	63.57	51.44

39.	Walton C. Jennette, Jr.	53.55	42.08
40.	Walton C. Jennette, Jr. Tr.	9.12	7.38
41.	Kay W. Weeks	73.44	
42.	Loyce W. Twiford	15.61	

**5. REPORT FROM COUNTY MANAGER:**

County Manager Rodney Bunch reported that the repair work at Sawmill Park is moving along well and one side of the bulkhead and pier should be finished today.

**6. CALENDAR:**

The Clerk reviewed the calendar of upcoming meetings and events.

**7. APPOINTMENT TO ELIZABETH CITY BOARD OF ADJUSTMENT:**

Commissioner Cecil Perry stated that the Appointments Committee has recommended the reappointment of Lemuel Lamb to the Elizabeth City Board of Adjustment.

Motion was made by Cecil Perry, seconded by Joe Winslow to reappoint Lemuel Lamb to an additional term on the Elizabeth City Board of Adjustment. The motion carried unanimously.

**8. REPORTS FROM COMMISSIONERS:**

Commissioner William Sterritt reported that the Recreation Advisory Committee met last week and toured the property the city recently purchased on Riverside Avenue. He said the city is in the process of negotiating for the purchase of an additional parcel in this area. He stated that the committee also toured an area off of Peartree Road for a possible park, but he does not believe the committee will recommend that this property be purchased.

Commissioner Sterritt reminded everyone of a meeting scheduled on Saturday, September 27 at 9:00 AM at Museum of the Albemarle for the viewing of a film entitled, "Racial Taboo". He said following the film those in attendance will be divided into groups to have discussions about the racial conditions in the city and county.

Commissioner Frankie Meads reported that Albemarle RC&D has sent a report with its current projects in the region which he listed. He stated that RC&D has applied for several grants for the Litter River Watershed restoration project. He noted that he believes RC&D would have been able to find a grant to assist with the Sawmill Park project if the county had requested their assistance. He added that it is becoming increasingly difficult to obtain grants, however there are still some available.

Commissioner Meads requested that the Board hold a work session to discuss some issues that he believes will save the taxpayers of Pasquotank County some money. He said while serving on two other boards he has learned some things that he believes the Board could do differently and save taxpayers money, and he would like to share these with the Board of Commissioners. Commissioner Meads noted that the county's population has decreased over the last six or eight years and there are reasons for it that he believes the Board needs to search out in a work session to try to change the direction the county is going. Chairman Dixon stated that the Board will be scheduling a work session on October 6 to discuss these issues.

Commissioner Lloyd Griffin pointed out that the newspaper recently reported that there was a \$4 million land transfer between Pasquotank County and Camden County. He asked the details of the transaction. County Attorney Mike Cox stated that there was a property trade in June and the details are not public record. He added that land transfer tax in the amount of \$77,000 was paid on the transaction.

Commissioner Griffin stated that Albemarle Commission's new director has been on the job for two weeks and she is in the process of scheduling meetings with county and city managers in the region. After she meets with all of the managers she will come before the Board of Commissioners to give an update.

Commissioner Griffin said he has asked Airport Manager Deon Viventi to fly over the new solar farm site. He stated that he understands the drainage will be reconfigured. He said he has asked the County Manager to fly with Mr. Viventi so he can see the actual impact and respond to questions regarding the drainage.

Commissioner Griffin stated that he forwarded to the Commissioners information about the jobs that are available with SunEnergy. He said the project in Pasquotank County was not even listed on SunEnergy's website. He stated that he contacted the company and the website will be updated and jobs will also be available through the Employment Security Commission.

Vice-Chairman Joe Winslow said he has had several individuals express to him their concerns regarding the SunEnergy project and the depth and width of the ditches and the possibility of creating flooding issues. He stated that Engineer Greg Johnson is working with the county on the drainage for this project and will ensure that the drainage is designed correctly. He said he will pass this along to those who have expressed concerns.

Vice-Chairman Winslow stated that it seems to him that communities in other areas are getting their fair share and more of grants. He said he knows county staff looks into grant opportunities when they have time. He said the Board has previously discussed the possibility of hiring a grant writer that would be paid based on a percentage of the grants acquired. He suggested that the county have one person designated to look into grants for the county, and not in cooperation with the city or any other county. He said he would like to see this idea promoted due to the competitive environment for obtaining grants.

Chairman Dixon reported that he has received numerous resolutions of support from other counties on various issues. He read the titles of the resolutions and said if anyone is interested in reading the entire resolutions to contact the clerk, and to contact him if interested in considering the resolutions at a later meeting.


Chairman Dixon reported that he and the County Manager will be attending the quarterly meeting of managers and chairmen in District I this Wednesday. He said anyone who has an item they would like discussed at the meeting should contact him before Wednesday.

Chairman Dixon stated that he will be out of town attending an NCACC Risk Management Conference in New Bern on Thursday and Friday. He said he can be contacted by cell phone if necessary.

Chairman Dixon advised that Solid Waste Director Mike Etheridge, who is the past-president of SWANA, will be hosting the district meeting of SWANA in Pasquotank County at the Cooperative Extension Service next Wednesday at 9:30 AM. He said they will have a board meeting and will then take a tour of the Pasquotank County Landfill. He said the Solid Waste/Landfill Committee will be at this meeting, but he would like to open this up to any Commissioners who might want to attend.

Chairman Dixon 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 Joe Winslow to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:45 PM.



CHAIRMAN

*Karen Jensen*  
CLERK TO THE BOARD