

**PASQUOTANK COUNTY, NORTH CAROLINA
DECEMBER 17, 2018**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, December 17, 2018 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Jeff Dixon, Chairman
Lloyd E. Griffin, III, Vice-Chairman
Cecil Perry
Frankie Meads
Charles H. Jordan
Sean Lavin
Barry Overman

MEMBERS ABSENT: None

OTHERS PRESENT: Sparty Hammett, County Manager
R. Michael Cox, County Attorney
Lynn Scott, Clerk to the Board

The meeting was called to order at 7:00 PM by Chairman Dixon. Commissioner Jordan gave the invocation and Commissioner Meads led in the Pledge of Allegiance to the American Flag.

1. AMENDMENTS TO THE AGENDA:

Chairman Dixon requested that the agenda be amended to add the following items recommended by the Finance Committee at its meeting today to the consent agenda: 1) Approval of amendment to County Retirement Party Policy; 2) Approval of resolution in support of JCPC allocation expansion; 3) Approval of 2019-20 Legislative Goals; 4) Approval of Conditional Use Permit Fee Schedule; 5) Approval of Contract for GPS Fleet Tracking System; 6) Approval of salary for Building Inspector; and add the following item to New Business: 1) Approval of Appointments to Boards and Committees.

Motion was made by Charles Jordan, seconded by Barry Overman to amend the agenda to include the seven items above. The motion carried unanimously.

2. PRESENTATION OF ECONOMIC IMPROVEMENT COUNCIL ANTI-POVERTY PLAN:

Chairman Dixon recognized Ms. Lillian Dance, Case Manager with the Economic Improvement Council's Community Services Block Grant Program, to present the EIC's Anti-Poverty Plan for the 2019-20 program year. Ms. Dance said the state requires all community action agencies to submit their grant application to the Board of Commissioners for information purposes. She explained that this is the second year of a three year cycle for the application. She noted that due to funding cuts, they will be applying for \$248,856 in grant funds. She explained that they work with five families per county each year to try to help them rise above the poverty guideline.

Ms. Dance said three additional counties have been added to their service area, making the number of counties they serve thirteen. The three new counties do not have Community Services Block Grant Programs, but only have Head Start Programs. The other ten counties have Weatherization, Head Start, Section 8, and Community Services Block Grant Programs.

3. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. *Approval of Minutes of December 3, 2018 Commissioner Meeting*

b. *Approval of Tax Releases and Refunds*

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

Tax Releases

		County	City
1.	Fed. Natl. Mortgage Associates	522.07	
2.	Ronald Wayne Allen, Jr.		101.64
3.	Roy F. & Bobbi P. Heims Bowers	132.56	
4.	Fannie Taylor Heirs	144.00	

Tax Refunds

		County	City
1.	Mark D. & Dianne P. Meads	692.23	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Eastland Corp. Inc.	36-B-100	Vacant
2.	Jean R. Ferebee	P112-32	Vacant
3.	Anette Griswell Etal.	P93-19	Vacant
4.	Jacqueline D. Hill Etal.	P9-8	Vacant
5.	Isaiah F. & Katherine P. Jackson	P15-8	Vacant
6.	Elijah Phillips	30-A-18-19	Vacant
7.	William E. & Edla Stevens	P88-12	Vacant

c. Approval of Signage for Carolina Center at Commerce Park

The Finance Committee has recommended approval of two wall signs (as submitted) at the Carolina Center in Commerce Park.

d. Approval of Contract for HVAC Cooling System Replacement at DSS and Associated Budget Amendment

The Finance Committee has recommended approval of a contract with Enviro-Tech in the amount of \$78,250 to direction bore a 12" waterline so that NCDOT can replace a culvert at the intersection of Dryridge Road and Double Bridge Road. NCDOT will reimburse the County for the full amount after the project is complete.

e. Approval of Recommendations from Appointments Committee

The Appointments Committee recommended approval of the following reappointments:

Albemarle Commission – Reappoint Lloyd Griffin to additional 2-year term.

District Jail Commission – Reappoint Cecil Perry to additional 2-year term.

Economic Development Commission – Reappoint Jeff Dixon and Lloyd Griffin to additional 2-year terms.

EMS Board – Reappoint Frankie Meads, Jeff Dixon, and Dr. James Wilson to additional 2-year terms.

Newland Water Management & Watershed Improvement Advisory Board – Reappoint Linwood Williams to additional 3-year term.

Recreational Advisory Board - Reappoint Herman Little to additional 2-year term.

Redevelopment Commission – Reappoint Lloyd Griffin and Sparty Hammett to additional 3-year terms.

f. Approval of Amendment to Retirement Party Policy

The Finance Committee has recommended approval to revise the Retirement Party Policy for the Sheriff and Register of Deeds to 23-years and 11 months of service to parallel the change in the County's retiree medical coverage policy in order to better fit with their elected terms.

g. Approval of Resolution in Support of JCPC Allocation Expansion

The Finance Committee has recommended approval of the following resolution in support of increasing state funding for JCPC:

**Resolution in Support of
Juvenile Crime Prevention Council Allocation Expansion**

WHEREAS, Juvenile Crime Prevention Council (JCPC) funding is a partnership between the State of North Carolina and Pasquotank County to ensure a local continuum for court involved and at-risk juveniles; and

WHEREAS, Pasquotank County JCPC funding allocation at \$132,974 per year has seen no increase in more than nine years, while Pasquotank County JCPC funded programs have admitted more than 900 juveniles during this time; and

WHEREAS, Pasquotank County Juvenile Crime Prevention programs provided over 1700 hours of service to more than 80 juveniles just in the last fiscal year at a cost of approximately \$1670 per child, and

WHEREAS, the Juvenile Justice Reinvestment Act passed in 2017, also referenced as North Carolina's Raise the Age legislation, expands the age of juvenile jurisdiction, increasing it to include juveniles ages 16 and 17 years of age effective December 1, 2019, and also encourages the reduction of school-based juvenile complaints thereby increasing the need for additional diversion resources; and

WHEREAS, the Pasquotank County JCPC, provided adequate funding allocation is available, is already aligned to assist with addressing resource and diversion programming needs for youth who commit school-based offenses; and,

WHEREAS, the effort to immediately and effectively address juvenile offending behavior is an evidence-based investment in North Carolina's future;

NOW, THEREFORE BE IT RESOLVED, that Pasquotank County fully supports an adequate and timely increase of local Juvenile Crime Prevention funding to ensure program expansion and successful implementation of the Juvenile Justice Reinvestment Act, Raise the Age Legislation, set for December 1, 2019.

h. Approval of 2019-20 Legislative Goals

The Finance Committee has recommended approval of the following local goals:

- Support efforts for reduction of the 80% Tax Credit for Solar Array Facilities to 60%.
- Seek legislation to require/mandate the other counties in Judicial District 1 pay their fair share of facility costs to the host county (Pasquotank) for the allocated office space for the District Attorney and Public Defender.

i. Approval of Conditional Use Permit Fee Schedule

The Finance Committee has recommended approval of the following changes to the Conditional Use Permit Fee Schedule:

\$1,000 for projects under 100 acres in size
\$1,000 plus \$5 per acre for projects 100 acres and greater
Maximum fee per application of \$10,000

j. Approval of Contract for GPS Fleet Tracking System

The Finance Committee has recommended approval of a contract with Verizon Connect for the Solid Waste and Water Departments. Both departments will be able to absorb the costs for FY2018-19 within their existing budgets. Below are the initial and ongoing costs for each of the departments:

Solid Waste Department – 18 Vehicles
\$30.23 – harness (1 time cost) - \$544.14
18 x \$18.95/month - \$341.10 & \$4,093.20 annually

Water Department – 15 Vehicles

\$30.23 – harness (1 time cost) = \$453.45

15 x \$18.95/month - \$284.25 & \$3,411 annually

k. Approval of Starting Salary above Hiring Rate

The Finance Committee has recommended the starting salary for the new Building Inspector at Grade 17, Step 9 - \$41,640 due to the applicants experience, training, and current salary in a directly related position.

Motion was made by Cecil Perry, seconded by Charles Jordan to approve the Consent Agenda. The motion carried unanimously.

4. INTERNAL COMMITTEE APPOINTMENTS:

Chairman Dixon presented the following list of committee appointments for 2019 as follows:

Internal Committees	Charles Jordan	Barry Overman	Cecil Perry	Frankie Meads	Jeff Dixon	Sean Lavin	Lloyd Griffin
Finance Committee	x	x	x	x	x	x	xx
Governance Committee	x		xx		x		
Board Appointments Committee	xx	x	x				
Building & Grounds Committee		x		xx			x
Personnel Committee	xx	x	x				
Special Projects Committee		x	xx		x		
Stormwater Management Committee				x		x	xx
Water Committee					xx	x	x
Solid Waste/Landfill Committee	xx			x	x		
Commerce Park Ad Hoc				xx		x	x
xx Chairman							
x Committee Member							
Three private citizens are appointed to the Solid Waste/Landfill Committee: Mark Goss and two vacancies.							

5. APPOINTMENTS TO BOARDS AND COMMITTEES:

Chairman Dixon presented the following recommendations for commissioner appointments to external board and committees:

Board Appointments	Charles Jordan	Barry Overman	Cecil Perry	Frankie Meads	Jeff Dixon	Sean Lavin	Lloyd Griffin
Airport Authority							x
Albemarle Commission							x
Albemarle Hospital						x	x
Animal Control Board				x			
Central Communications		x					
COA			x				
Community Relations Commission		x					
District Jail Commission	x		x				
EDC					x	x	x
EC Chamber					x		
EC Downtown						x	
EMS				x	x		
Greenways	x						
Health Board			x				
Highway 17					x		
Inter County Transit Authority			x				
Joint Recreation Advisory Committee						x	
Local Emergency Planning		x					
Newland Water Management						x	
NRAB – Trillium (Mental Health)	x						
Pasquotank Library (ex officio)	x						
Public Safety		x					
Joint Redevelopment Commission	x						x
Region R Workforce Investment							x
RC&D				x			
RPO							x
Social Services		x					
SPCA				x			
Tourism					x		

Chairman Dixon pointed out that Commissioner Lavin will be replacing Commissioner Meads on the Economic Development Commission.

Motion was made by Cecil Perry, seconded by Frankie Meads to confirm the appointments to external boards and committees as presented by the Chairman. The motion carried unanimously.

6. REPORTS FROM COMMISSIONERS:

Commissioner Meads reported on phase II of the COA Boardwalk.

Commissioner Perry said he would like to thank the Social Services Department for the wonderful holiday meal they prepared.

Chairman Dixon asked that the Northeastern High School football team be honored at an upcoming meeting. He will be meeting with the ECSU Chancellor tomorrow to discuss the charter school "running out of space". He said the good news is that it looks like the charter school will be getting a USDA grant to purchase the back part of the Southgate Mall. He stated that he and Vice-Chairman Griffin will be meeting with NCDOT board trustee member Alan Moran and ARPO Director Angela Welsh to receive an update. He asked Board members to e-mail any questions they may have for Mr. Moran or Ms. Welch to County Manager Hammett prior to the meeting.

Chairman Dixon suggested the Board adopt a resolution in support of a bike path along I-87.

Chairman Dixon wished everyone a Merry Christmas. He asked if there was any further business to come before the Board. There being no further business;

Motion was made by Cecil Perry, seconded by Charles Jordan to adjourn the meeting. The motion carried and the meeting was adjourned at 7:28 PM.

CHAIRMAN

CLERK TO THE BOARD