

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, October 1, 2018**

4:00 PM - Finance Committee Meeting in Library Community Room

Immediately following Finance – Appointments Committee

7:00 PM - County Commissioners Meeting in Pasquotank County Courthouse

**Commissioner Meeting Agenda Summary**

1. **7:00 PM – Call to Order in Courtroom C**

2. **Invocation**

3. **Pledge of Allegiance to the American Flag**

4. **Amendments to the Agenda**

5. **Public Comments/Public Hearings:**

A. **Recognition of Central Communications Employees**

At the North Carolina Public Safety Communications 2018 Conference on September 11, 2018, several employees from our Central Communications Department were nominated and received awards:

- Communications Team of the Year was awarded to Shift A – Pamela Brown, Crystal Owen, and Tara Battle;
- Line Supervisor of the year was awarded to Pamela Brown;
- NENA Hall of Fame inductee was awarded to Pamela Collins – this award is given to NENA members that have performed outstanding service to the chapter over a period of years through strong commitment and dedication to strengthening the field of public safety communications; and
- Communications Leader of the Year was awarded to Kylie Felton

B. **Introduction of New Forest Ranger**

Erik Alnes, Pasquotank County Ranger, will be here to introduce himself and to provide an overview of the previous year.

C. **Presentation of Proclamation for National Long-Term Care Residents' Rights Month**

October is National Resident Rights Month and in recognition of the important place that our long-term care residents hold in our community, our local Region R Long-Term Care Ombudsman has requested the Board proclaim October as National Long-Term Care Residents' Rights Month. Attached is a copy of the proclamation. Brandi Jordan, Region R Long-Term Care Ombudsman, will be present to accept the proclamation.

D. Public Hearing on Solar Farm Moratorium

Staff has recommended and the Board has given tentative approval for a sixty (60) day moratorium on all new solar farm applications. It is anticipated staff will be bringing the Planning Board and Board of Commissioners recommended zoning text amendments to the county solar farm regulations during this sixty (60) day period. Attached is a copy of the proposed ordinance.

6. Old Business:

A. Approval of Appointment to Boards and Committees

At the last meeting, the Appointments Committee recommended the appointment of Bettie Lyons to the Animal Control Board. A copy of her application was provided to Board members. The Board can give final approval to the appointment or can nominate other individuals to fill the vacancy.

7. Consent Agenda:

A. Approval of Minutes of September 17, 2018 Commissioner Meetings

B. Approval of Tax Releases and Refunds

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

Tax Refunds

		County	City
1.	Joseph Anthony Armijo	179.79	
2.	Joseph Anthony Armijo	133.84	
3.	Fotoula Reisopoulos	154.42	131.42

Solid Waste Fee Release

		Parcel ID #	Reason for Release
1.	Wayne E. & Donna W. Bashaw	P139-215	Vacant
2.	Robert G. Brothers, Jr.	P123-1C	Vacant
3.	Jose Jaime Vega Flores Etal	P92-20A	Uninhabitable
4.	Glenross Prop. LLC	32-A-23	Vacant
5.	Eudora B. Harvey	P122A-70	Vacant
6.	Eudora B. Harvey	P122A-68	Vacant
7.	Eudora B. Harvey	26-A-34&35	Vacant
8.	Eudora B. Harvey	26-A-49	Vacant
9.	Eudora B. Harvey	29-D-24	Vacant
10.	Eudora B. Harvey	26-A-19	Vacant
11.	W.D. & Phyllis Looney	P141-134	Vacant
12.	Herman Ray Meads Jr.	P58-50	Vacant
13.	H.T. Mullen Jr.	P139-11	Vacant
14.	Beatrice Scott	39-D-7,8,9	Vacant
15.	Sam T. Williams Heirs	P77-3	Vacant

Solid Waste Fee Refunds

		Parcel ID #	Reason for Release
1.	Clarence D. & Pamela Bright Lassiter	P133A-58	Vacant

C. Adoption of Resolution Exempting Electronic Transactions from Certain Pre-Audit Requirements

Pursuant to recently enacted legislation, a local government may exempt electronic transactions from certain pre-audit requirements if the governing board adopts a resolution allowing the Finance Officer to create a written policy regarding electronic expenditures. Electronic expenditures include credit cards, debit cards, gas cards, etc. The local government would still have to comply with the pre-audit statute, but the certificate would not have to be included on the transaction. Attached is a resolution that has been drafted based on a sample resolution prepared by the Local Government Commission.

D. Proclamation Declaring September 29, 2018 as Seth E. Perry Day

The enclosed proclamation declaring September 29, 2018 as Seth E. Perry Day in Pasquotank County was presented at a celebration this past weekend honoring the 100<sup>th</sup> anniversary of his death.

8. New Business:

A. Approval of Fox Haven, Phase 3, Final Plat

Staff recommends final plat approval of Fox Haven, Phase 3. This development consists of 36 single family residential lots ranging in size from 43,000 to 118,138 square feet and is located off of Main Street Extended in Providence Township. The site is zoned R-35A, Residential, and all of the required improvements have been installed according to the approved Preliminary Plat and the Pasquotank County Subdivision Ordinance.

B. Approval of Changes to Water Department Policy

At the July 9<sup>th</sup> and September 4<sup>th</sup> Water Committee meetings, several items were brought to the Committee by staff for consideration in order to bring the Water Department in line with other water departments in our area. The Committee voted to approve the changes. The Finance Committee reviewed the following changes at their last meeting, and recommended approval of the following changes:

1. Increase Disconnect Fee from \$25.00 to \$40.00
2. Increase Service Fee from \$10.00 to \$25.00
3. Allow 24 hours to reconnect service after disconnection due to nonpayment
4. Payments after normal business hours are restricted to online credit card payments only
5. Rental deposit increase from \$60.00 to \$100.00

9. County Manager's Reports

10. **Internal and External Committee Reports and Proposals**
11. **County Attorney's Reports**
12. **Adjournment**