

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, February 18, 2019**

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

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. **Public Comments on Change in Meeting Schedule**

The Board approved changing the starting time for the Pasquotank County Board of Commissioner Regular meeting from 7:00 PM to 6:00 PM at its meeting on February 4, 2019. At that time, board members suggested offering the public an opportunity to voice their preferences on what time the meetings should start. Attached is a copy of the amended 2019 Commissioner meeting schedule. If it is approved, it shall cause the revised schedule to be filed with the clerk to the board at least seven calendar days before the day of the first meeting held pursuant to the revised schedule. The Board will also need to amend its Rules of Procedures to note the time change.

B. **Presentation on Proposed Internship Program with Sheriff's Department**

Peter Bruderle, Internship Coordinator with NEAAAT, has approached the Sheriff's Office about an internship program. Students would be provided an on-site mentor and complete 80 hours of internship a semester. Transportation would be provided by NEAAAT or the student. The parent/guardian would provide proof of health insurance and sign a liability waiver. Mr. Bruderle will be present to make a short presentation and answer any questions.

C. **Public Hearing SV 19-01 & FS 19-01**

The Board will hold a public hearing on a Subdivision Variance and Family Subdivision request by Isaac Sutton to allow the creation of a lot for a relative that does not meet the child, parent, or grandchild provision as required by Article 3, Section 303 of the Pasquotank County Subdivision Ordinance. The property requested to be subdivided is located at 410 Esclip Road in Nixonton Township. On January 24, 2019 the Planning Board reviewed this request and recommended approval.

\* This matter is quasi-judicial in nature. Board members should not discuss this matter with citizens outside of the hearing. Citizens may only discuss their concerns under oath. Please refer all questions to the County Attorney.

- D. Public Hearing on Proposed Zoning Ordinance Amendment ZTA 19-01  
 The Board will hold a public hearing on a Zoning Text Amendment request to amend: Article 7, Section 7.02 Note 9, Communication Facilities; Article 9, Section 9.04, Additional Restrictions Imposed on Certain Special and Conditional Uses; Article 4, Section 4.02 Word Terms and Definitions; and Article 7, Section 7.01 Table of Permitted Uses within the Pasquotank County Zoning Ordinance. The proposed ordinance would re-classify this use under Wireless Communication Towers and Facilities and would require a Special Use Permit for new facilities over 60' in height. The Planning Board reviewed this request on January 24, 2019 and recommended approval of the staff recommended text and consistency statement.

6. **Old Business**

7. **Consent Agenda:**

- A. Approval of Minutes of February 4, 2019 Commissioner Meeting

- B. Approval of Tax Releases and Refunds

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

Tax Releases

		County	City
1.	Kevin L. & Wendy W. Brickhouse Etal	144.00	

Tax Refunds

		County	City
1.	Bradley Dale Knowles	135.44	
2.	Jason L. & Katherine D. Hamilton	212.88	
3.	Jason L. & Katherine D. Hamilton	212.88	

Solid Waste Fee Release

		Parcel ID #	Reason for Release
1.	Walter Averill	P70-20	Vacant
2.	Shawn Etheridge Etal	P59-31	Vacant
3.	Ruth Lane	P12A-58	Vacant
4.	Floyd Simpson	P58-15	Vacant
5.	Wm. Henry Weatherly III	24-B-52	Vacant

Solid Waste Fee Refunds

		Parcel ID #	Reason for Release
1.	Eddie H. & Sandra W. Strickland	P94-25	Vacant

C. Approval of Budget Amendments

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

Non-Departmental

Increase	010.0240.4380.20	FEMA Funds	114,272.00
Increase	010.4195.5600.35	HMGP-Elevation	114,272.00

To appropriate funds for the receipt and expenditure of the HMGP-Grant for the elevation of a structure affected by Hurricane Matthew.

Non-Departmental

Increase	010.0240.4380.20	FEMA Funds	808,968.00
Increase	010.4195.5600.36	HMGP-Acquisition	808,968.00

To appropriate funds for the receipt and expenditure of the HMGP-Grant for the elevation of a structure affected by Hurricane Matthew.

D. Adoption of Resolution Revising Albemarle Commission Bylaws

The Albemarle Commission Board adopted a resolution at its January 17, 2019 which requests that each of the 10 counties comprising the Albemarle Commission approve an amendment to the 1997 Charter so that the terms for delegates be changed from one to two year terms. Additionally, the resolution requests that the Charter be amended to reflect that the immediate past chair will serve as an ex officio, non-voting member of the Board. The amended Charter is needed in order to update the 1997 Charter to be consistent with bylaws that have been adopted by the Board of Delegates over the last 20 years that have not been consistent with the 1997 charter. Attached is a copy of the resolution for consideration.

8. New Business

9. County Manager's Reports

10. County Attorney's Reports

11. Internal and External Committee Reports and Proposals

12. Adjournment