

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, February 19, 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:**

A. Presentation of Agricultural Development Plan

Stan Dixon, Ed.D. with the University of Mount Olive will present Pasquotank County's Agricultural Development Plan. A copy of the plan, which will need to be adopted by the board is included with your agenda.

**6. Old Business:**

A. Approval of Recommendation from Appointments Committee

On January 8, 2018, the Board voted unanimously to appoint Dr. Anthony Sharp to the Library Board. No additional applications have been received; therefore he can be appointed at this time.

**7. Consent Agenda:**

A. Approval of Minutes of January 29 and 30 and February 5, 2018 Commissioner Meetings

B. Approval of Tax Releases, Tax Refunds, and Solid Waste Fee Releases

Tax Releases

|    |   | County   | City |
|----|---|----------|------|
| 1. | Nathan A. Potter Sr. & Karen Joan Kidwell | 1,649.43 |      |
| 2. | Patricia A. Hill                          | 144.00   |      |
| 3. | John H. Siemens                           | 711.48   |      |
| 4. | RCW LLC                                   | 212.04   |      |
| 5. | RCW LLC                                   | 214.83   |      |
| 6. | S & T Williams Properties LLC             | 1,414.49 |      |
| 7. | John W. & Frances M. Cherry               | 144.00   |      |

|     |                      |          |      |
|-----|----------------------|----------|------|
| 8.  | Bradley Wade Roberts | 355.55   |      |
| 9.  | Bradley Wade Roberts | 324.14   |      |
| 10. | Executive Express    | 1,185.80 |      |
| 11. | Kirk Peavy           | 3.81     | 3.24 |

Tax Refunds

|    |                         | County | City   |
|----|-------------------------|--------|--------|
| 1. | Noel Fleming Bongartz   |        | 163.31 |
| 2. | John Michael Stinson    | 169.06 |        |
| 3. | Michael James Zakrajsek | 313.26 |        |

Solid Waste Fee Releases

|     |                                      | Parcel ID # | Reason for Release |
|-----|--------------------------------------|-------------|--------------------|
| 1.  | Mary S. Berry Lf. Est.               | 24-B-16     | Vacant             |
| 2.  | Nolan M. Bundy                       | P6-5        | Vacant             |
| 3.  | Ernest & Darline Cole                | 50-F-308    | Vacant             |
| 4.  | Nancy P. Cressman                    | P141-49     | Vacant             |
| 5.  | Shawn Etheridge Etal.                | P59-31      | Vacant             |
| 6.  | Raymond M. Godfrey Jr                | P34-9       | Vacant             |
| 7.  | Raymond M. Godfrey Jr                | P60-26      | Vacant             |
| 8.  | Raymond M. Godfrey Jr                | P33-35      | Vacant             |
| 9.  | William E. & Wilhemenia D. James     | 39-B-25     | Vacant             |
| 10. | Harry Jr. & Alice Faye Selby Kellogg | 56-F-2      | Vacant             |
| 11. | Gracie Meads Heirs                   | P35-59      | Vacant             |
| 12. | James Pool Heirs                     | P64-60      | Vacant             |
| 13. | Abe Shannon Etal                     | P95-24      | Vacant             |
| 14. | Floyd Simpson                        | P58-15      | Vacant             |
| 15. | William L. Spellman Lf. Est.         | P99-9       | Vacant             |
| 16. | Tony & Cordelia Spence               | P80-36      | Vacant             |
| 17. | Linwood & Flora Turner               | 59-B-12     | Vacant             |
| 18. | Mary O. & John W. Gibson Lf. Est.    | P63-4       | Vacant             |

C. Approval of Budget Amendment

The Finance Committee has recommended that the Board approve of the following budget amendment:

Seized Assets

|          |                  |                         |           |
|----------|------------------|-------------------------|-----------|
| Increase | 020.0240.4431.05 | Forfeiture-Federal      | 30,000.00 |
| Increase | 020.4300.5269.00 | Law Enforcement Officer | 30,000.00 |

Non-Departmental

|          |                  |                     |          |
|----------|------------------|---------------------|----------|
| Increase | 010.0180.4290.00 | Gross Receipts Tax  | 6,000.00 |
| Increase | 010.4195.5440.00 | Contracted Services | 6,000.00 |

Parks & Rec

|          |                  |                      |          |
|----------|------------------|----------------------|----------|
| Increase | 010.0180.4290.00 | Gross Receipts Tax   | 2,000.00 |
| Increase | 010.6130.5359.00 | Maintenance- Grounds | 2,000.00 |

Capital Reserve

|          |                  |                           |          |
|----------|------------------|---------------------------|----------|
| Increase | 010.0991.4991.00 | Fund Balance Appropriated | 5,454.00 |
| Increase | 010.8200.5960.05 | Reserve- Commerce Park    | 5,454.00 |

Economic Dev

|          |                  |                      |          |
|----------|------------------|----------------------|----------|
| Increase | 010.0110.4111.17 | Ad Valorem Taxes-'17 | 1,000.00 |
| Increase | 010.4920.5625.09 | Incentive Grant      | 1,000.00 |

GIS

|          |                  |                       |          |
|----------|------------------|-----------------------|----------|
| Increase | 010.0180.4290.00 | Gross Receipts Tax    | 1,500.00 |
| Increase | 010.4915.5261.00 | Departmental Supplies | 1,500.00 |

- D. Approval to Allow Rodney Bunch to Purchase County Cell Phone  
The Finance Committee has recommended allowing Rodney Bunch to purchase his county cell phone for \$1 upon his retirement February 28, 2018. The number attached to the phone will remain property of the County.
  
- E. Approval of Lease Proposal with the State of North Carolina  
The Finance Committee has recommended approval of the lease proposal with the North Carolina Department of Agriculture for the Northeast Marketing Center. The lease is for 1,386 square feet located at 1205 McPherson Street. The lease amount is for \$16,475 per annum, which is the equivalent of \$11.48 per square foot. The lease term is three years beginning January 1, 2018 and ending December 31, 2020.

8. **New Business:**

- A. Recommendations by Board Appointments Committee

9. **County Manager's Reports**

10. **Internal and External Committee Reports and Proposals**

11. **County Attorney's Reports**

12. **Adjournment**