

**PASQUOTANK COUNTY, NORTH CAROLINA
DECEMBER 6, 2021**

The Pasquotank County Board of Commissioners met today in a regular meeting on Monday, December 6, 2021 in Courtroom C in the Pasquotank County Courthouse.

MEMBERS PRESENT: Lloyd E. Griffin, III, Chairman
Charles H. Jordan, Vice-Chairman
Cecil Perry
Barry Overman
William "Bill" Sterritt
Jonathan Meads

MEMBERS ABSENT: Sean Lavin

OTHERS PRESENT: Sparty Hammett, County Manager
R. Michael Cox, County Attorney
Patrice Stewart, Tax Administrator
Sharon Cooper, Tax Appraiser
Lynn Scott, Clerk to the Board

The meeting was called to order at 6:00 PM by Clerk to the Board Lynn Scott. Vice-Chairman Charles Jordan gave the invocation and Chairman Lloyd Griffin led in the Pledge of Allegiance to the American Flag.

1. ORGANIZATION OF BOARD OF COMMISSIONERS:

The Clerk to the Board explained that state law requires the reorganization of each Board of Commissioners during the first December meeting through the election of a Chairman and a Vice-Chairman. She opened the floor for nominations for Chairman of the Board.

Commissioner Charles Jordan nominated Commissioner Lloyd Griffin to serve as Chairman for the next year. The Clerk asked if there were further nominations. There being none;

Motion was made by Charles Jordan, seconded by Barry Overman to accept and close the nominations. The motion carried unanimously.

Upon a vote of the board, Commissioner Griffin was unanimously elected as Chairman.

The meeting was then turned over to Chairman Griffin who called for nominations for Vice-Chairman. Commissioner Barry Overman nominated Commissioner Charles Jordan to serve as Vice-Chairman of the Board. There being no further names submitted;

Motion was made by Barry Overman, seconded by Jonathan Meads to accept and close the nominations for Vice-Chairman. The motion carried unanimously.

Upon a vote of the Board, Commissioner Charles Jordan was unanimously elected as Vice-Chairman.

2. AMENDMENTS TO THE AGENDA:

Vice-Chairman Jordan requested that the agenda be amended to add the following items recommended by the Finance Committee to the Consent Agenda: 1) Approval of Tax Releases and Refunds; 2) Approval of Budget Amendments; 3) Approval of Sheriff's Office CALM Training; 4) Approval of Purchase of EMS Vehicle; 5) Approval of Agreement with Camden County to share services of Soil & Water Technician; 6) Approval of Special Assessment and Improvement Policy of Public Subdivision Streets; 7) Approval of Grants Coordinator/Writer position salary range adjustment; 8) Approval of request by Albemarle Regional Volleyball Club to use Armory; 9) Approval of contract for Northern Park Master Plan; 10) Approval of former Elizabeth City Middle School Gymnasium Leaseback and Parks and Recreation Interlocal Agreement; and 11) Approval to retain lawyer for Lowe's Litigation.

Commissioner Overman asked that the agenda be amended to add Appointments to Boards and Committees to Old Business.

Motion was made by Charles Jordan, seconded by Barry Overman to amend the agenda to add Items #1-11 to the Consent Agenda, and Appointments to Boards and Committee be added to Old Business. The motion carried unanimously.

3. PRESENTATION OF PROCLAMATION FOR COAST GUARD MARATHON WEEKEND:

Chairman Griffin recognized Ms. Corrina Ruffieux, VisitEC Executive Director, to accept a proclamation for Coast Guard Marathon Weekend. He read and presented the following proclamation to Ms. Ruffieux:

Coast Guard Marathon Weekend

PROCLAMATION

Whereas, Visit Elizabeth City is hosting the Inaugural In-person Coast Guard Marathon Weekend March 3 through March 5, 2022 which includes a full marathon, half marathon and 5K; and

Whereas, Visit Elizabeth City is partnering with Base Elizabeth City, Air Station Elizabeth City and USCG Trademark and Licensing to produce this event weekend; and

Whereas, Visit Elizabeth City is further partnering with Elizabeth City State University, Elizabeth City Downtown, Inc., Pasquotank County-Elizabeth City Parks and Recreation and other critical local entities; and

Whereas, The City of Elizabeth City, the County Seat of Pasquotank County, is a Designated Coast Guard City and home to one of the largest Coast Bases in the nation; and

Whereas, The Coast Guard Marathon is the first ever sanctioned road race for the U.S. Coast Guard; and

Whereas, The Coast Guard Marathon participation includes registrants from at least forty-three states, US Armed Forces Europe, US Virgin Islands, Guam and Canada; and

Whereas, Pasquotank County will welcome participants, spectators, and volunteers from all over the nation; and

Whereas, The Coast Guard Marathon Weekend will include a Health and Fitness Expo held March 3-4, 2022, at K. E. White Graduate Center on the campus of Elizabeth City State University; and

Whereas, The Coast Guard Marathon promotes physical fitness and a healthy lifestyle, generates community goodwill, and celebrates the accomplishments of each participant from start to finish; and

Whereas, Pasquotank County, NC is honored to join Visit Elizabeth City for this festive event and proud to salute all who have served in the United States Coast Guard:

NOW, THEREFORE, I Lloyd Griffin III, Chair of County Commissioners, do hereby proclaim the first weekend in March as Coast Guard Marathon Weekend in Pasquotank County, NC and commend its observance to all citizens.

Ms. Ruffieux thanked the Board and said it is an honor to work on this event.

4. COMMENTS FROM ANDREA WILLIAMS:

Chairman Griffin called on Dr. Andrea Williams to address the Board. Dr. Williams stated that she is the chairperson for the Community Relations Commission. She requested being placed on the Board's next Finance Committee to bring the Board up-to-date on some of the activities the

CRC has been engaged in, as well as to make a couple requests. She noted that they will be meeting with the City as well. With the recent proposal to form a Human Relations Commission, she asked that the CRC be engaged. They want everyone to be fully aware of the outstanding work that the CRC has been engaged in.

5. COMMENTS BY SHEILA SIMPSON:

Chairman Griffin called on Ms. Sheila Simpson to address the Board. Ms. Simpson stated that she is a member of the Community Relations Commission. She said the CRC has helped improve life for many people living in our community over the years. Many of the members of the CRC are longtime residents of the area, and have been building relationships in our community for years. She noted that crime has increased for lack of jobs, the pandemic, and easy access to guns, but if we are going to form a commission it needs to include people who have knowledge of all the segments of our community. She looks forward to working together, and said they want to be a part of the framework of the Human Relations Commission. She provided an update on events the CRC has held to recognize individuals and donations they have provided.

6. COMMENTS BY SUSAN MATOUSEK:

Chairman Griffin called on Susan Matousek of 108 Harbor Bay Drive to address the Board. Ms. Matousek feels that ADA is being butchered in Pasquotank County, including in the courts and in its schools. She would like to see the State of North Carolina Judicial System implement ADA Coordinators in every state court. She wants accountability. She said she doesn't want the elderly and disabled to be targets.

7. COMMENTS BY HEZEKIAH BROWN:

Chairman Griffin called on Hezekiah Brown of 106 Terrilynn Way to address the Board. Mr. Brown said his reason for coming tonight is to not only speak on behalf of the CRC, but to talk about something that has not been done for a period of time here. When he came to Elizabeth City 18 years ago, he came with a wealth of experience in terms of bringing people together. That's what he did for 40 years to earn his living. When he came to this community, he brought that same attitude. He received a great reaction by the community. He still believes that Elizabeth City is small enough and smart enough to be the best city in the country, because of what we have here. Mr. Brown said the CRC has done some tremendous things in our community that have gone unnoticed and unacknowledged. He said we don't always need someone to come from somewhere else to tell us what to do, because they don't know where Main Street is in the Elizabeth City. It's okay to use outside resources, but by the same token we can do it ourselves. He hopes when the Human Relations Commission sees the reports from the CRC they say wow, we didn't know all the things that were going on in this community.

8. COMMENTS BY STEPHEN WENNINGER:

Chairman Griffin called on Stephen Wenninger to address the Board. Mr. Wenninger commended the Parks & Recreation Department for organizing the Christmas Parade. He was really impressed. He recently participated in the first listening sessions for the Police2Peace Initiative. He is encouraged and hopeful that healing will come from it. He is encouraged to see what will come next from the initiative. He is very disappointed in what he saw this weekend during the parade in that our Sheriff's Department felt it was appropriate to put one of the men who killed Andrew Brown on the parade float. He noted that many people noticed. He said if we are going to heal, we need to show some amount of compassion for the community.

9. COMMENTS BY JESSICA KELLY:

Chairman Griffin called on Jessica Kelly to address the Board. Ms. Kelly stated that she was at the parade also. From the sidelines, the community saw Robert Morgan on the float during the Christmas parade. She thinks it was a divisive decision concerning the community and called for his firing. There is a federal investigation pending and Wooten chooses to parade the "kill shot cop" through the very streets they march on to gain justice for Andrew Brown. She said it was a disgraceful show of force and a dismissal to half the community. She said when the dust settles and Andrew Brown's murder is compensated, the money should come from this man's pension and his estate rather than from the pockets of the taxpayers.

10. RECOMMENDATIONS FROM THE APPOINTMENTS COMMITTEE:

Commissioner Barry Overman reported that the Appointments Committee met today and has made the following recommendations:

- a) Newland Water Management & Watershed Improvement Advisory Board – Reappoint Richard Parker to an additional 3-year term.
- b) Personnel Appeals Committee – Reappoint Dana Cobbs to an additional 2-year term.
- c) Redevelopment Commission – Reappoint Lloyd E. Griffin, III and Sparty Hammett to additional 3-year terms.

Motion was made by Barry Overman, seconded by Charles Jordan to approve the reappointments as presented. The motion carried unanimously.

11. APPROVAL OF CONSENT AGENDA:

The Board considered the following consent agenda:

a. Approval of Minutes of November 15, 2021 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.	Christopher Landon	343.50	
2.	Cody C. Colson	300.76	

Tax Refunds

		County	City
1.	Jennifer Lynn Hewitt	188.33	160.20
2.	Zachary B. Manning	349.06	311.93
3.	ABC Seamless of the Albemarle & Tidewater	242.25	
4.	Augusto Dela Cruz Billie Jo Achurra	415.50	333.00
5.	Eugene A. & Laura J. Gaddis	476.48	
6.	Jason Steven Meads	128.81	
7.	Jason Steven Meads	240.03	
8.	Virginia L. Norman	653.04	
9.	Laura G. Rovenski	449.00	365.19
10.	Ginger Wright Sanders	181.27	154.20
11.	Arderrick & Marlisa Wiggins	415.50	

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Gina & Richard Albertson	P134-54	Vacant
2.	Gina & Richard Albertson	P134-54A	Vacant
3.	L.E. & Brenda White	P110-53B	Vacant
4.	Lemuel E. White	P110-55	Vacant
5.	Harry J. & Alice Faye Selby Kellogg	56-F-2	Vacant
6.	Willie Elnora Hoskins	P63-50	Vacant
7.	W. Millard & Beverly S. Meiggs	P87-31	Vacant
8.	Bosilo A. Perez	P119-37	Vacant
9.	Alan Eugene Stewart	P111-2	Vacant
10.	Verlin Williams	P80-4A	Vacant
11.	Verlin Williams & Donna Walker	P112-9	Vacant

c. Approval of Budget Amendments

The Finance Committee has recommended approval of the following Budget Amendments:

911 Surcharge

Increase	022.0991.4991.00	Fund Balance Appropriated	272,923.00
Increase	022.0220.4532.00	Other Grants	331,022.00
Increase	022.4328.5500.00	Capital Outlay	272,923.00
Increase	022.4328.5600.00	Grant Funds	331,022.00

School/Capital Reserve

Increase	010.0991.4991.00	Fund Balance Appropriated	4,242,530.00
Increase	010.5910.5636.00	Capital Outlay	921,755.00
Increase	010.6600.5980.21	Transfer to Capital Reserve	3,320,775.00
Increase	021.0700.4981.00	Transfer from General Fund	3,320,775.00
Increase	021.8200.5960.02	Reserve for School Projects	3,320,775.00

DSS

Increase	011.0240.4380.23	COVID-19	42,500.00
Increase	011.5400.5999.01	COVID-19	42,500.00

Emergency Mgmt

Increase	010.0220.4532.00	Other Grants	1,000.00
Increase	010.4330.5600.00	Grant Funds	1,000.00

Public Buildings

Decrease	010.6900.5991.00	Contingency	109,103.00
Increase	010.4190.5500.00	Capital Outlay	109,103.00

d. Approval of Extending Rollover of Annual Leave

The Finance Committee has recommended approval of extending the temporary Annual Leave carryover to 264 hours for 2021 due to COVID-19.

e. Approval of Sheriff's Office C.A.L.M. Training

The Finance Committee has recommended approval of the Sheriff's Office C.A.L.M. Training at a cost of \$20,920 using Contingency funds, and approval of the associated budget amendment.

Sheriff

Decrease	010.6900.5991.00	Contingency	20,920.00
Increase	010.4310.5311.00	Training	20,920.00

f. Approval of Purchase of EMS Vehicle

The Finance Committee has recommended approval of the purchase of a 2022 Chevrolet Silverado 1500 from Performance Chevrolet at a cost of \$37,832 using Contingency Funds, and approval of the associated budget amendment.

EMS

Decrease	010.6900.5991.00	Contingency	37,832.00
Increase	010.4370.5500.00	Capital Outlay	37,832.00

g. Approval of Agreement with Camden County to Share Services of Soil & Water Technician

The Finance Committee has recommended approval to authorize the County Attorney and County Manager to draft an Interlocal Agreement with Camden County to share the services of the Soil and Water Technician, with the basic terms as follows:

- Five (5) one (1) year terms, but either party can “get out” by giving notice 3 months before the end of the fiscal year;
- Pasquotank County will pay half of the actual salary;
- Current salary is approximately \$48,000 and annual COLA and step increases are expected and will be included;
- Existing Soil and Water funds will be used to pay for the agreement.

h. Approval of Special Assessment and Improvement Policy of Public Subdivision Streets

On November 1, 2021, the Board approved a Resolution to establish a Policy for the Improvement and Assessment of Public Subdivision Streets. The Finance Committee has recommended approval of the Special Assessment and Improvement Policy.

i. Approval of Grants Coordinator/Writer Position Salary Range Adjustment

The Finance Committee has recommended approval to increase the Grants Coordinator/Writer position to a Pay Grade 25, with a salary range of \$46,950 to \$66,363; change the position title from Grants Coordinator/Purchasing Agent to Grants Coordinator/Writer; and authorize the County Manager to explore alternative means of addressing the Grants Coordinator/Writer need,

which could include hiring a part-time employee or to contract the service in the event that the position is not filled by January 28, 2022.

j. Approval of Request by Albemarle Regional Volleyball Club to Use Armory

The Finance Committee has recommended approval to allow the Albemarle Regional Volleyball Club to use the Armory until April 1, 2022, and to authorize the County Attorney and County Manger to draft and execute an agreement outlining the usage.

k. Approval of Contract for Northern Park Master Plan

The Finance Committee has recommended approval to contract with Benesch to conduct the Northern Park Master Plan at a cost not-to-exceed \$27,800 using Contingency Funds, and approval of the associated budget amendment.

Decrease	010.6900.5991.00	Contingency	27,800.00
Increase	010.6130.5440.00	Contracted Services	27,800.00

l. Approval of Former Elizabeth City Middle School Gymnasium Leaseback and Parks and Recreation Interlocal Agreement

The Finance Committee has recommended approval of the Interlocal Agreement and Lease Agreement subject to necessary edits and approval by the City Attorney, Interim City Manager, County Attorney and County Manager.

m. Approval to Retain Lawyer for Lowe’s Litigation

The Finance committee has recommended approval of retaining Charles Meeker, with Parker Poe Law Firm to assist with a judicial action entitled “Appeal of Lowe’s Home Centers LLC- Pasquotank County, for a not-to-exceed amount of \$7,000.

Motion was made by Charles Jordan, seconded by Jonathan Meads to approve the Consent Agenda, as amended. The motion carried unanimously.

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

		County	City
1.	Derek Jesse Wood	50.00	
2.	Marshall Keith Stevenson	8.16	7.84
3.	Melvin S. Owens Jr.	20.79	19.98
4.	Clifford Marshall Miller	28.22	
5.	Grayling Kelley Riddick	95.17	
6.	Hearndon Stockbridge Builders LLC		36.00
7.	Jonathan W. & Anna R. Meads	36.96	
8.	Pasquotank County	.27	
9.	D&D Mobile Home Repair & Moving Inc.	9.24	
10.	Sentara Enterprises – Rehab Health Service	53.36	51.28
11.	Sentara Medical Group – Sentara Family Med	18.94	18.20
12.	Grace Baptist Temple Trust	84.70	81.40
13.	Michael Preston Godfrey	27.72	
14.	Michael Preston Godfrey	66.99	
15.	Gary Fleetwood Jr.	49.28	
16.	Hearndon Stockbridge Builders LLC		36.00
17.	Hearndon Stockbridge Builders LLC		36.00
18.	Hearndon Stockbridge Builders LLC		36.00
19.	Hearndon Stockbridge Builders LLC		36.00
20.	Hearndon Stockbridge Builders LLC		36.00
21.	Hearndon Stockbridge Builders LLC		36.00
23.	Hearndon Stockbridge Builders LLC		36.00
24.	Hearndon Stockbridge Builders LLC		36.00
25.	Hearndon Stockbridge Builders LLC		36.00
26.	Hearndon Stockbridge Builders LLC		36.00
27.	Hearndon Stockbridge Builders LLC		36.00
28.	Hearndon Stockbridge Builders LLC		36.00
29.	Hearndon Stockbridge Builders LLC		36.00
30.	Hearndon Stockbridge Builders LLC		36.00

31.	Hearndon Stockbridge Builders LLC		36.00
32.	Hearndon Stockbridge Builders LLC		36.00
33.	Hearndon Stockbridge Builders LLC		36.00
34.	Hearndon Stockbridge Builders LLC		36.00
35.	Mark Wayne & Maria Jo Bray	8.28	
36.	Robert Justin Estus	14.63	
37.	Robert Justin Estus	14.63	
38.	Eudora B. Harvey		36.00
39.	Fed Natl Mort Assoc	16.17	13.76
40.	Fed Natl Mort Assoc	16.17	15.54
41.	Robinson MFG Co.	52.36	50.32
42.	Terry & Arlene Walker	36.76	
43.	Terry & Arlene Walker	34.89	
44.	Terry & Arlene Walker	10.44	
45.	R. Wayne & Kay W. Weeks	2.11	
46.	Kay W. Weeks	73.44	
47.	Dan H. Hunter	76.23	
48.	Kristie E. Armstrong Etal		36.00
49.	Tammy Butler Sawyer		3.92
50.	Jason Christopher Lyle & Jenny Parker Goetz	23.10	
51.	Carol T. Parker	19.25	
52.	James DeGrace	95.62	
53.	James DeGrace	90.83	
54.	James DeGrace	86.30	
55.	Nora Davenport Spruill	52.86	
56.	Nora Davenport Spruill	55.01	
57.	David Edward Mooring	3.77	
58.	Steven Edward Mann	22.11	
59.	Harold Lloyd Pipes	11.44	
60.	Michael Anthony Hill Sr.	2.54	
61.	Jason James Gawlik	13.46	
62.	Earl T. & Ramona Ferguson	18.63	
63.	Joseph W. Dunn	58.02	55.75
64.	Michael Isaac Binder Jr.	4.78	
65.	James Paul Delaney	13.89	
66.	Justin Flynn Hatfield	46.92	

12. REPORTS FROM COUNTY MANAGER:

County Manager Sparty Hammett reported that the purchase of the Pasquotank County portion of the South Mills Water Association closed last Wednesday, December 1st. The County began supplying water last Thursday, December 2nd. No complaints have been received to date. He stated that the purchase is a major accomplishment that the Board has been trying to achieve for over 25 years. He thanked Utilities Director David Smithson and the utilities staff for their efforts, and also County Attorney Mike Cox. He noted that there were really challenging legal hurdles that we had to address over the last year. County Attorney Mike Cox thanked the County Manager for his help in the process.

13. REPORTS FROM COMMISSIONERS:

Commissioner Sterritt said he was recently accused of throwing the Community Relations Commission underneath a bus. Today, he is the greatest guy in the world for all he has done for the commission. He loves the organization. He attended the monthly Community Relations Commission Zoom meeting. It was one of the most upbeat meetings he has attended during the nine years period of time he has served as a representative. He liked the presentation on the Human Relations Commission that was presented at the Joint City/County meeting. He thinks the CRC realizes that a lot of good can come from reorganizing the group, without losing some of its members. He assured the current members that he is 100% with them.

Commissioner Meads said he did not have any committee meetings since our last meeting, but he was able to make contact with Mr. Wilkins at NCDOT regarding some issues with drainage through the culvert at the Landfill. He was assured that it will be remedied. He believes in the future the culvert will have to be replaced. Mr. Wilkins assured him that he will look into it.

Commissioner Overman reported that he attended the DSS Board meeting this morning. He had the pleasure of attending the COA Alumni meeting at the new Seven Sounds Brewing Co. He heard about all the good things that are going on at COA.

Vice-Chairman Jordan stated that he attended the monthly meeting on how the new hospital is coming along. He said there is a lot of activity at the site of the new hospital. The project is currently on schedule. He also attended a ribbon cutting for the Sunny Cove Boutique. He said it is always great to see new businesses in our area. Additionally, he served as the Parade Marshal on Saturday.

Commissioner Perry reported that he has not attended any meetings since our last meeting other than the Health Board cookout. He said he was on the Board when the Community Relations Commission was started. During that time, the Board was trying to get people to learn how to work together. He noted that it is very important that we all work together to make the community a better place to live. He truly believes the Board holds a lot of responsibility in leading the community. When we talk about race, people always become silent. We need to learn how to communicate and work together in order to make our community a great place to live. He stated that Asheville, North Carolina is doing great things for their community, and we should learn from them.

Chairman Griffin reported that he attended the monthly Sentara Update meeting. He thanked Commissioner Lavin for participating in the Downtown Illumination Event. He said it is unfortunate that something was not just right with the Christmas Parade. The Airport Authority met last week. They are excited that ECSU was able to receive a grant to expand their program and move it off the campus and to the airport.

There being nothing further to come before the Board;

Motion was made by Jonathan Meads, seconded by Charles Jordan to adjourn the meeting. The motion carried and the meeting was adjourned at 6:40 PM.

CHAIRMAN

CLERK TO THE BOARD