

CURRITUCK COUNTY  
NORTH CAROLINA  
MARCH 6, 2006

The Board of Commissioners met at 6:30 p.m. in a work session to discuss Lower Currituck and Outer Banks Transportation issues.

The Board of Commissioners met on Monday, March 6, 2006, at 7:00 p.m. for its regularly scheduled meeting at the Historic Courthouse in the Commissioners Meeting Room with the following members present: Chairman O'Neal, Vice Chair Martin, Commissioners Bowden, and Miller. Commissioner Etheridge was absent to attend the National Association of County's Legislative Conference.

### **Invocation and Pledge of Allegiance**

Bob Henley was present to give the invocation and pledge of allegiance.

### **Approval of Agenda**

Commissioner Miller moved to delete Item 5 and 9 and move Item 8 to 2A. Commissioner Martin seconded the motion. Motion carried.

- Item 2            Public Comment  
***Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.***
- Item 3            Action PB 03-28 **WATERSIDE VILLAGES, PHASE 7C, D, E:** Preliminary Plat for 3 Multi Family buildings on property located off NC 158 South of Soundside Estates in Grandy. Tax Map 108, Lot 22F and 22E, Poplar Branch Township.
- Item 4            Public Hearing and Action PB 06-03 **F&W LAND CO, LLC:** Rezone approximately 46 acres from Agriculture (A) to General Business (GB) on property located on Caratoke Highway .5 miles south of the NC/VA State line. Tax Map 9, Parcel 75, Moyock Township.
- Item 5            Public Hearing and Action PB 06-04 **F & W LAND CO, LLC:** Create a Multi Family Overlay Zoning District on 21 acres of a parcel zoned General Business (GB). The parcel is located .5 miles south of the NC/VA line on Caratoke Highway, Tax Map 9, Parcel 75, Moyock Township.
- Item 6            Public Hearing and Action PB 06-05 **Currituck County:** Amendment to UDO Section 202 to clarify the allowance for five 40,000 SF lots in the Agricultural Zone.
- Item 7            Public Hearing and Action on amendment to the Code of Ordinance to establish Skate Board Park rules.
- Item 8            Consideration of Corolla Wild Horse Fund proposal
- Item 9            Discussion on combining Airport Board and Economic Development Board.
- Item 10           Discussion on tipping fees
- Item 11           Appointment to ABC Board
- Item 12           Appointment to Whalehead Drainage Advisory Board
- Item 13           Consent Agenda:  
Budget Amendments  
Approval of February 6 minutes.  
Approval of Ratification of Unified Government Ballot question.  
Albemarle Mental Health second quarterly fiscal report.  
Resolution to appoint Sarah Keifer as review officer.
- Item 14           Commissioner's Report
- Item 15           County Manager's Report
- Item 16           Closed Session according to GS 143-318.11 (3) Attorney-client privilege.  
Adjourn

**Public Comment**

***Please limit comments to items not appearing on the regular agenda, please limit comments to 3 minutes.***

Chairman O'Neal opened the public comment period.

Bob Kohler, American Legion Post 288, Coinjock requested funding for the Vietnam Memorial Moving Wall. This will be on next agenda for action.

Edna Baden, Whalehead Board, invited the Board to the next annual meeting of the Whalehead Board of Trustees meeting. She also invited citizens to the spring social.

Herb Robbins, Corolla, commented on the opposition to Unified Government.

Chairman O'Neal stated that to vote for Unified Government would protect the citizens of Currituck County now and in the years to come.

Lynne Wilson, Swan Beach, Corolla Wild Horse Fund, supported proposal for funding.

Mollie Isaacs, supported proposal for Corolla Wild Horse Fund.

Greg Schwarga, supports Unified Government and encourages citizens to vote on May 2.

Mary Riley, commended the county on management of the Wild Horses.

David Palmer, Currituck Chamber, invited all county non profits to participate in the July 4<sup>th</sup> fireworks celebration for fundraising purposes. He also reminded everyone about the Chamber Business Expo.

Juanita Krause, requested that the February 6 minutes state all the conversation with Commissioner Miller and Bill Mathews.

There being no further comments, Chairman O'Neal closed the public comment period.

**Action PB 03-28 WATERSIDE VILLAGES, PHASE 7C, D, E:  
Preliminary Plat for 3 Multi Family buildings on property located off NC 158 South of Soundside Estates in Grandy. Tax Map 108, Lot 22F and 22E, Poplar Branch Township.**

Sarah Keifer, Planning Director, reviewed the request.

**LOCATION:** East end of Waterfront Drive,  
approximately 2,000' off Caratoke Hwy,  
Poplar Branch Township.

**PARCEL ID:** Tax Map 108; Parcels 22F and 22E

**ZONING DISTRICT:** Planned Adult Retirement Community  
Overlay Zone

<b>OWNER:</b>	<b>APPLICANT/AGENT</b>
VOC, LLC	Bissell Professional Group
P.O. Box 147	PO Box 1068
Harbinger, NC 27941	Kitty Hawk, NC 27949

**ADJACENT/SURROUNDING PROPERTY:**

**NORTH:** Residential - zoned A  
**SOUTH:** Vacant - zoned A  
**EAST:** Currituck Sound  
**WEST:** Residential/Commercial/Vacant - zoned GB

**NARRATIVE OF REQUEST:**

VOC, LLC is seeking Preliminary Plat approval for Phases 7C, D & E Waterside Villages which consists of three multi-family buildings containing a total of 24 condo units. The total acreage of the entire development is 72.3 acres with a total of 250 retirement residences. The development has a whole is setting aside 45% of the total site area as open space. The development includes sound access with a marina, pier, nature trails, indoor/outdoor swimming pools and a clubhouse as recreational amenities.

This property is zoned Agricultural (A) and General Business (GB) with an overlay zoning for a Planned Adult Retirement community. The single family home sites are a minimum of 5,200 sf. The lots and multi-family buildings will be connected to an existing centralized wastewater treatment system and to the county's water system.

Waterside Villages has one ingress/egress point along Caratoke Highway (NC 158), for the residential section of the development. There is direct pedestrian access to the proposed urgent care facility from the development.

**OTHER IMPORTANT ELEMENTS TO THIS PLAN:**

**STREETS:** All streets will be built to NCDOT Design and Construction Standards. The streets will be private and will be maintained the Homeowners Association.

A deceleration lane has been installed from Caratoke Highway into the project.

**WATER:** The County will provide water to this development. It is estimated that water

usage at the development will be approximately 80,000 gallons per day.

**FIRE:** This development will be served by fire hydrants and is located within the Lower Currituck Volunteer Fire Department, which currently has a State ISO rating of 9.

**WASTEWATER:** A permit has been issued by the Division of Water Quality for a 90,000 gallons per day wastewater treatment and disposal area. The disposal area is 6.5 acres.

**OPEN SPACE:** A minimum 35%, or 25.3 acres, of the total tract must be set aside as open space. A total of 32.71 acres, or 45% of the site, will be dedicated open space. The Homeowners Association will be responsible for maintaining the open space.

**DRAINAGE:** A High Density Stormwater Permit has been issued by the Division of Water Quality. The drainage plan has been approved by County Engineer and the Soil & Water Conservation District.

**FLOOD ZONES:** Flood zone C (not within the 100 year flood area), zone A6 (within the 100 year flood area with 7' elevation), and zone A5 (within the 100 year flood area with 6' elevation).

**STAFF COMMENTS:**

1. The Planning Board has approved 2 previous Preliminary Plats for multi-family buildings in Waterside Villages, Phases 3; 7A and 7B.
2. Waterside Villages received initial Sketch Plan approval for 232 adult retirement residences from the Board of Commissioners on September 15, 2003. The approved residential mix is comprised of 148 single family lots and 84 multi-family units.
3. An amended sketch plan for the addition of 18 additional single family lots, for a total of 250 residences, was approved October 4, 2004
4. Preliminary Plat approval for Phases 1-6 with 148 single family lots and 1 multi-family building with 10 condo units was approved October 4, 2004.

5. The Final Plat for Phase 1 for 34 lots was approved by the Planning Board on October 11, 2005.

6. Technical Review Staff:

On January 12, 2006 Technical Review staff reviewed this application. At the TRC meeting, the primary concerns were the building separations and the location of the Fire Department Automatic Fire Suppression System.

- (a) County Engineer - reviewed & approved
- (b) Soil & Water Conservation - reviewed & approved
- (c) Fire Marshal - The Fire Department Automatic Fire Suppression System connection should be placed so there will be no parking within 15' of it.
- (d) Chief Building Inspector- approved with the condition that a Handicapped accessible route must be marked where crossing traffic lanes.
- (e) County Water Department - reviewed and approved
- (f) County Mapper -approved as is
- (g) Lower Currituck VFD Fire Chief - approved as is
- (h) NCDENR, Water Quality - reviewed and approved a Wastewater Surface Irrigation Permit. And a Wastewater Collection System Extension Permit.
- (i) NCDENR, Land Quality - reviewed and approved the Erosion and Sedimentation Control Plan for the complete development; letter of approval has been issued
- (j) NCDENR, Water Quality - reviewed and approved a High Density Stormwater Permit for the whole development
- (k) NCDOT - reviewed and approved driveway permit and encroachment agreement at Caratoke Highway
- (l) NCDENR, Public Water Supply Section - reviewed and approved a permit for the authorization to construct the waterlines for the complete development
- (m) Phone Company - no comments received
- (n) Superintendent of Schools - no comments received
- (o) N C Power - no comments received
- (p) CAMA - reviewed and delineated
- (q) USACOE - reviewed and issued Notification of Jurisdictional Determination

**STAFF RECOMMENDATION:**

Staff recommends approval subject to the following conditions:

1. The Fire Department Automatic Fire Suppression System connection should be placed so there will be no parking within 15' of it.
2. Annual inspections on all sprinkler systems shall be required.
3. That a key or access code shall be provided to Fire and Rescue personnel for the entrance gate. In addition, the

gates must be designed in a way that a fire truck or emergency vehicle could trigger the automatic opening when leaving the subdivision.

4. That during the phasing of the development, temporary fire truck cul-de-sacs shall be required.
5. That waterline, water services and fire hydrants shall be installed and accepted prior to submission for final plat approval.
6. That the applicant shall complete the development strictly in accordance with the plans submitted to and approved by the Board of Commissioners. The plans may be amended from time to time per UDO provisions.

#### **PLANNING BOARD DISCUSSION**

Mr. West asked who monitors water to be sure there is capacity to serve remaining phases.

Mr. Bissell said that Division of Water Quality would make that determination and the County Engineer would also certify.

Mr. Kovacs asked about cul de sac size and wondered if these are big enough to meet requirements for fire services.

Mr. Bissell said that under the original approval, this size meets requirement. Radius requirements have since been increased. This development has mountable curbing that would allow more room if necessary.

Mr. Keel expressed a concern with how there will be access to the cemetery if this is a gated community.

Mr. Bissell said that the gatehouse may or may not be manned, but there will be a phone where a visitor could call for entry to the development. The existing cemetery will be put into common area, and the Property Owners Assn. will maintain common areas. There is a 10' right of way into the cemetery.

There was a brief discussion on bonds.

#### **PLANNING BOARD ACTION**

Mr. Kovacs motioned to approve the request as presented. Mr. Keel seconded the motion. Motion passed unanimously.

Commissioner Martin moved to approve. Commissioner Miller seconded the motion. Motion carried.

**Public Hearing and Action PB 06-03 F&W LAND CO, LLC:  
Rezone approximately 46 acres from Agriculture (A) to  
General Business (GB) on property located on Caratoke**



intense urban development. The purpose of the Rural classification is to "provide for agricultural, forestry, mineral extraction and other allied uses traditionally associated with an agrarian region." The Rural areas are designated for low density dispersed single family housing at a density of one unit per acre. The General Business zone allows multifamily residential housing that would exceed one unit per acre.

The proposed rezoning would be consistent with the Urban Transition classification, but not the Rural classification class.

**PUBLIC SERVICES AND UTILITIES:**

Moyock Volunteer Fire Department provides fire protection for this area. Electric, telephone, County water and cable are currently available.

**TRANSPORTATION:**

The property has a road frontage of 557 feet on NC 168 which is classified as a Minor Arterial in the NCDOT Thoroughfare Plan.

**FLOOD ZONE:**

This property is located outside of the 100-year flood plain (Zone X)

**SOILS:**

The Currituck County Soil Suitability map indicates this property contains soils that are Marginally Suitable from Caratoke Highway, to 600 feet west. The remainder of the property is classified Not Suitable.

**STAFF COMMENTS:**

- This rezoning request would be an extension of an existing General Business zoning district on Caratoke Highway.
- The property to the south, under the ownership of Mollie Winslow, was rezoned from Agricultural to Light Manufacturing in 2003.
- At over 3,500 feet from Caratoke Highway, this would be the deepest parcel of the General Buisness zone within Moyock Township north of the Tulls Creek Road intersection.
- Because the 1990 Land Use Plan mapping is general and the exact lines of the classifications cannot be determined, it is possible to consider all of this property within the Urban Transition Class.

**STAFF**

**RECOMMENDATION:**

Staff recommends approval due to part of the parcel already being zoned General Buisness and the Light Manufacturing Zone to the south of the property.

**PLANNING BOARD DISCUSSION**

Mr. West stated that he is concerned with recommending approval due to the marginally suitable and not suitable soil evaluation.

Mr. Bissell said that soil scientists have declared this provisionally suitable, and this project would require an Engineered Community System.

Mr. Kovacs asked about the kinds of homes that will be allowed on this property.

Mr. Bissell described the type of uses proposed for the front part of the property and presented the board with some drawing examples of the units.

There was discussion about a right turn lane into the property from the north due to the high volume of traffic and the speed with which vehicles come around the corner by the Veterinarian's Office. It was determined that the UDO will require a turn lane be installed due to the type of development that will be proposed on the property.

#### **PLANNING BOARD ACTION**

Mr. Keel motioned to approve the request as presented. Mr. Kovacs seconded the motion. Motion passed unanimously.

Chairman O'Neal opened the public hearing.

Chuck Kemp, adjacent property owner, expressed concerns with drainage on his property.

Vince Parrish, submitted a letter for the record to address the drainage.

There being no further comments, Chairman O'Neal closed the public hearing.

Commissioner Miller moved to approve with findings of fact and being consistent with the Land Use Plan and address the drainage issues by final approval. Commissioner Bowden seconded the motion. Motion carried.

**Public Hearing and Action PB 06-04 F& W LAND CO, LLC:  
Create a Multi Family Overlay Zoning District on 21 acres of  
a parcel zoned General Business (GB). The parcel is located  
.5 miles south of the NC/VA line on Caratoke Highway, Tax  
Map 9, Parcel 75, Moyock Township.**

**Deleted**

**Public Hearing and Action PB 06-05 Currituck County:  
Amendment to UDO Section 202 to clarify the allowance for  
five 40,000 SF lots in the Agricultural Zone.**

Sarah Keifer, Planning Director, reviewed the request.

When asked by the Planning Board to research the allowance of 15 lots that had a size of 40,000 SF in the Saddlewood Sketch Plan, PB 06-01, County Attorney Katherine McKenzie discovered UDO sections 921 and 202 were not consistent. Ms. McKenzie recommended staff introduce an amendment to clarify the intent of the ordinance. Please find attached the proposed amendment and a legal opinion dated February 3, 2006.

If this amendment is approved, a subdivision would be able to combine 3 parcels in an A Zone and be able to create fifteen (15) 40,000 SF lots, or 4 combined parcels and twenty (20) 40,000 SF lots. Attached is a Yield Plan for Saddlewood Estates that illustrates this scenario.

If this amendment is denied, the current language in Section 202 would only allow a subdivision to create five (5) 40,000 SF lots regardless of the number of adjacent parcels that existed as of March 1, 1995.

**PLANNING BOARD DISCUSSION**

Ms. Keifer presented the board with information regarding an apparent contradiction in the Ordinance regarding subdivision and number of lots.

There was brief discussion on the intent of the rules.

**PLANNING BOARD ACTION**

Mr. Kovacs motioned to deny the request as presented. Mr. West seconded the motion. Motion passed unanimously.

**Currituck County Board of Commissioners**

PB 06-05

UDO AMENDMENT REQUEST

PB 06-05 Currituck County: Amendment to clarify the intent of the allowance for five 40,000 SF lots in the Agricultural Zone and to make Section 202 Consistent with Section 921.

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

Part 1. That Sections be amended as follows:

**Section 202 Maximum Residential Density.**

1. Subject to Subsection (2) and the provisions of Article 11 (Planned Residential Developments), Article 10 (Planned Unit Developments), Article 9 (Common Open Space Subdivisions) and Section 207 (Multi-Family, Two-Family, and Retirement/Assisted Living Communities).  
**(Amended 11-1-99)**

(a) every lot developed for residential purposes except as provided herein and lots within Planned Residential Developments, Planned Unit Developments, Common Open Space Subdivisions or A zoning districts, shall have or contain a minimum lot size of 40,000 square feet. When in an A district, every lot developed for residential purposes shall contain a minimum of 3 acres except as provided below. **(Amended 2-20-95)**

(1) In an A zone, a lot owner may create a total of one lot for each child, grandchild, sister, brother and parent in accordance with county subdivision standards, a minimum of 40,000 sq.ft. in area. This provision shall only be used one time for each eligible family member regardless of the number of properties owned by that lot owner and the property shall be for the use of the individual the lot is created for. In the event the lot owner is a corporation, partnership, firm or other legal entity, this provision may only be used by a person having a majority interest in that entity. For purposes of this section, a husband and wife shall be considered as a single lot owner. **(Amended 2-20-95)**

(2) On each parcel of land in an A zone, as such parcel existed as of March 1, 1995, a total of five lots may be created with a minimum lot size of 40,000 sq. ft. each. Regardless of the number of times a parcel is subdivided after March 1, 1995, the total number of 40,000 sq. ft. lots shall not exceed 5 on the parcel as it originally existed on March 1, 1995. If the parcel, as it existed on March 1, 1995 is recombined with another parcel or parcels at some later date or is adjacent to another parcel under the same ownership, ~~then the total number of 40,000 sq. ft. lots on the parcel or parcels shall not exceed five.~~ **each parcel shall be allowed to create 5 parcels of 40,000 sq. ft.**

Chairman O'Neal opened the public hearing. There being no comments, he closed the public hearing.

Commissioner Martin moved to approve. Commissioner Bowden seconded the motion. Motion carried.

**Public Hearing and Action on amendment to the Code of Ordinances to establish Skateboard Park rules.**

Kate McKenzie, County Attorney, reviewed the ordinance.

Chairman O'Neal opened the public hearing.

Bob Kohler, questioned lighting at airport.

John Snowden, questioned why a skate park was put near an airport.

There being no further comments, Chairman O'Neal closed the public hearing.

Commissioner Martin moved to approve the ordinance. Commissioner Miller seconded the motion. Motion carried.

**RESOLUTION AMENDING THE CURRITUCK COUNTY CODE OF ORDINANCES TO ESTABLISH SKATEBOARD PARK RULES**

WHEREAS, Currituck County desires to establish one or more skateboard parks for the recreational benefits of Currituck County's youth, and finds that the establishment of such parks serves the general welfare of the public as a whole; and

WHEREAS, while the County will provide general security for and oversight of any skateboard parks it establishes, it does not intend to directly supervise these parks on a continuous and regular basis; and

WHEREAS, N.C.G.S. § 99E-23 requires governmental entities that operate skateboard parks without direct, regular supervision to adopt a local ordinance requiring all persons using skateboard parks to wear a helmet, elbow pads, and kneepads at all times while skateboarding, inline skating or freestyle bicycling in a government owned or operated skateboard facility; and

WHEREAS, under N.C.G.S. § 99E-25, if the County adopts such an ordinance and complies with the other provisions of Article 3 of Chapter 99E, the County shall not be liable to any person who voluntarily uses the skateboard park and is injured thereon; and

WHEREAS, the County desires to ensure such protection for itself in the interest of general public health, safety, and welfare.

NOW THEREFORE, BE IT RESOLVED that the Currituck County Board of Commissioners hereby amends Chapter 10 of the Currituck County Code of Ordinances by adding a new article and section to read as follows:

“ARTICLE III.

COUNTY PARKS

DIVISION 1.

SKATEBOARD PARKS

Section 10-125. DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

- (A) HAZARDOUS RECREATIONAL ACTIVITY. Skateboarding, inline skating, or freestyle bicycling.
- (B) INHERENT RISK. Those dangers or conditions that are characteristic of, intrinsic to, or an integral part of skateboarding, inline skating, and freestyle bicycling.

- (C) SKATEBOARD PARK. A facility established on County-owned property which is designed for the purpose of engaging in hazardous recreational activities, and which is specifically designated by the County for such use.

Section 10-126. RESPONSIBILITIES OF USERS.

- (A) All users of a skateboard park shall wear a helmet, elbow pads, and kneepads at all times while engaging in hazardous recreational activities.
- (B) Any person who observes, participates in or assists in hazardous recreational activities assumes the known and unknown inherent risks in these activities, irrespective of age, and is legally responsible for all damages, injury, or death to himself or herself or other persons or property that result from these activities.
- (C) While engaged in hazardous recreational activities, irrespective of where such activities occur, a participant is responsible for doing all of the following:
  - (1) Acting within the limits of his or her ability and the purpose and design of the equipment used.
  - (2) Maintaining control of his or her person and equipment used.
  - (3) Refraining from acting in any manner that may cause or contribute to death or injury of himself or herself or other persons or property.

Failure to comply with the requirements of this subsection shall constitute negligence.

Section 10-127. NOTICE.

The County shall post signs at all skateboard parks that afford reasonable notice to all users of the following:

- (A) Any person engaged in a hazardous recreational activity at the skateboard park must wear a helmet, elbow pads, and kneepads at all times;
- (B) The County does not provide regular supervision of the skateboard park;
- (C) Users of the skateboard park assume all risks associated with the use of the skateboard park; and
- (D) Failure to comply with these requirements for use may subject the violator to sanctions as provided under this chapter.

The signs required herein shall be posted at all skateboard parks in prominent locations that may be readily viewed by users of the skateboard parks.

Section 10-128. SANCTIONS.

In addition to any other penalties provided for in the Currituck County Code of Ordinances, any person who violates the provisions of this chapter may be subject to sanctions imposed by the Currituck County Department of Parks and Recreation including, but not limited to, suspension or permanent revocation of the privilege to use the skateboard park and assessment for the full costs of any damages to the skateboard park caused by the person.

Section 10-129. COUNTY IMMUNE FROM LIABILITY.

The County, including its officials, employees, and agents, shall not be liable to any person who voluntarily participates in hazardous recreational activities for any damage or injury to property or persons that arises out of the person's participation in the activity and that takes place at a skateboard park.

Section 10-130. HOURS OF OPERATION.

All skateboard parks shall close by sundown until sunrise unless specific authorization is given by the Director of the Currituck County Department of Parks and Recreation. It shall be unlawful for any person to be present on the premises of such park and recreation facilities outside of the posted normal hours of operation, except for county employees conducting county business thereon and for emergency personnel and law enforcement personnel on official business."

**Consideration of Corolla Wild Horse Fund proposal**

Edna Baden, Corolla Wild Horse Fund, stated that they must initiate significant changes in its method of operation in order to continue maintaining the wild horse herd in compliance with the Wild Horse Management Plan. They are requesting funding for an Executive Director, a vehicle and benefits for a full time herd manager. The funding will be returned to the county within a year from donations.

Commissioner Miller moved to approve \$85,000. Commissioner Martin seconded the motion. Motion carried with Commissioner Bowden voting no.

**Discussion on combining Airport Board and Economic Development Board.**

**Deleted**

**Discussion on tipping fees**

Commissioner Martin stated that he had received many calls from residents complaining about the excessive increase in the cost of trash pick-up and the fact they think the Commissioners are responsible for this.

Rodney Rosebrough, Waste Industries, was present to answer questions and requested citizens to call him with their questions.

Rob Clendenin, Waste Management, reviewed their increase in the cost of trash pick up.

The Board requested citizens to please call the individual haulers with their questions and reasoning for the excessive increase.

Stacy Swanson, Java Deli, questioned her bill being increased 3 times in the past year.

Owner of Waters Edge Restaurant, also expressed his concerns with increased costs.

**Appointment to ABC Board**

**Tabled**

**Appointment to Whalehead Drainage Advisory Board**

Commissioner O'Neal moved to appoint Richard Donica. Commissioner Bowden seconded the motion. Motion carried.

**Consent Agenda:**

**Budget Amendments**

**Approval of February 6 minutes (Deleted).**

**Approval of Ratification of Unified Government Ballot question.**

**Albemarle Mental Health second quarterly fiscal report.**

**Resolution to appoint Sarah Keifer as review officer.**

Commissioner Martin moved to approve. Commissioner Miller seconded the motion. Motion carried.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10660-526000	Advertising	\$ 6,000	
10660-511000	Telephone & Postage	\$ 2,500	
10660-514000	Travel	\$ 500	
10660-502000	Salaries		\$ 9,000
		<u>\$ 9,000</u>	<u>\$ 9,000</u>

**Explanation:** Planning (660) - The difficulty in hiring both a new Chief Planner and Planning

Director necessitated ongoing advertising for the positions causing that line item to be overspent. The increase in postage costs as well as the need for the Zoning Inspectors to send their correspondence via certified mail has resulted in greater expenditures in the Telephone and Postage line item. It also appears that the separation of the Planning and Inspections budgets this fiscal year resulted in the travel line item being underestimated. Because the Planning Chief position was vacant for an extended period, surplus funds are available in the Salaries line item to cover the shortfall in the others.

**Net Budget Effect:**

Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10531 532000	Supplies		\$ 650
10531 531000	Fuel	\$ 650	
		\$ 650	\$ 650

**Explanation:**

Emergency Management (531) - Due to the unexpected price increases in gasoline this line item was not properly budgeted.

**Net Budget Effect:**

Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10511-502200	Holiday Pay	\$ 5,700	
10511-507000	Retirement	\$ 558	
10511-503000	Salaries - Part time		\$ 6,258
		\$ 6,258	\$ 6,258

**Explanation:**

Jail (511) - Transfer budgeted funds between salary line items to cover holidays for the remainder of this fiscal year.

**Net Budget Effect:**

Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
15780-545000	Contract Services	\$ 29,500	
15320-415000	Occupancy Tax		\$ 29,500

\$	29,500	\$	29,500
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**Explanation:** Occupancy Tax (15780) - Increase budgeted line items for installation of a catch basin drop inlet that will collect storm water and convey it via 12" CMP to an adjacent isolated wetlands depression that will serve as an infiltration basin.

**Net Budget Effect:** Occupancy Tax Fund (15) - Increased by \$29,500.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10540-590000	Capital Outlay	\$ 28,000	
	Ad Valorem Taxes - 2005		
10310-400005	Levy		\$ 28,000
		<u>\$ 28,000</u>	<u>\$ 28,000</u>

**Explanation:** Inspections (540) - Increase budgeted line items to purchase a vehicle for inspections. This vehicle was requested in the FY 2007 budget; however, one of the vehicles in the department with high mileage needs major repairs and it is not cost effective to put a lot of money into this vehicle to retire at year end. This vehicle will be removed from request for next year.

**Net Budget Effect:** Operating Fund (10) - Increased by \$28,000.

<u>Account Number</u>	<u>Account Description</u>	<b>Debit</b>	<b>Credit</b>
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
63838-514000	Travel	\$ 700	
63380-481000	Investment Earnings		\$ 700
		<u>\$ 700</u>	<u>\$ 700</u>

**Explanation:** Solid Waste (838) - Increase appropriations to attend the Carolina Recycling Association's Annual Conference in Raleigh March 21 – 24.

**Net Budget Effect:** Solid Waste Fund (63) - Increased by \$700.

**Commissioner's Report**

Commissioner Bowden requested if occupancy tax could repair roads in Carova.

Commissioner Martin requested a letter to DOT regarding dangerous curve on 158 in Harbinger at post office. He also invited public to business expo at the high school this weekend.

Commissioner Miller requested DOT to repair secondary roads in county. He also questioned the Sawyertown Road water line.

**County Manager's Report**

Dan Scanlon, County Manager, stated that he and DOT met with Blackwater with the concerns expressed by residents at the last meeting: construction traffic on Puddin Ridge Road, lower the speed limit, no passing zone, traffic study and pavement maintenance on Puddin Ridge.

**Closed Session according to GS 143-318.11 (3) Attorney-client privilege.**

Commissioner Martin moved to go into closed session as stated. Commissioner Miller seconded the motion. Motion carried.

**Adjourn**

After reconvening from closed session, no action was taken.

There being no further business, the meeting adjourned.