

**Minutes of the  
Albemarle Commission Board of Delegates  
July 21, 2022 6:00 P.M.**

**Opening**

Chairperson Lloyd Griffin called the meeting to order at 6:01 p.m.

**Invocation**

Commissioner Fondella Leigh led the Invocation.

**Pledge of Allegiance**

Commissioner Rob Ross led the Pledge of Allegiance.

**Determination of Quorum**

The presence of a quorum was determined by Clerk and Administrative & Benefits Coordinator, Ashley Stallings, with ten (10) Members present.

<b><u>Name</u></b>	<b><u>County</u></b>
Rob Ross	Dare
Linda Hofler	Gates
Elizabeth Hedrick	Gates
Janet Russ	Hyde
Lloyd Griffin	Pasquotank
William Hoggard III	Pasquotank
Fondella Leigh	Perquimans
Connie Brothers	Perquimans
Jordan Davis	Tyrrell
Ann Keyes – Alternate	Washington

<b><u>Absent Members</u></b>	
Clayton Riggs	Camden
Robert Kirby	Chowan
Owen Etheridge	Currituck
Earl Pugh	Hyde
Tracey A. Johnson	Washington

**Partners, staff, and guests present:**

Attorney Brock Mitchell of Hornthal, Riley, Ellis and Maland

**Staff members:**

Michael Ervin, Executive Director  
David Whitmer, NWDB Director  
Laura Alvarico, AAA Director  
Angela Welsh, RPO Director  
Jeri Hansen, Finance Officer  
Ashley Stallings, Clerk and Administrative & Benefits Coordinator  
Sharon Smith, Special Projects Administrator

**Guests and Partners**

None

**Agenda (NOTE):**

Commissioner Linda Hofler motioned to approve the agenda as presented, seconded by At-Large Delegate William Hoggard. With a roll call vote, the motion carried unanimously.

**June 2022 Minutes (NOTE)**

Commissioner Anne Keyes motioned to approve the Minutes as presented, seconded by At-Large Delegate Hogard. With a roll call vote, the motion carried unanimously.

**Public Comment:**

None.

**Finance**

**A. Monthly Finance Report Ending June 30, 2022**

Finance Officer Jeri Hansen discussed the monthly finance report.

**B. Budget Amendment #1B**

Finance Officer Hansen presented the budget amendment #1B to the board.

Commissioner Ross motioned to approve Budget Amendment #1B as presented, seconded by At-Large Delegate Connie Brothers. With a roll call vote, the motion carried unanimously.

**New Business**

None.

**Staff Reports:**

Area Agency on Aging Director Laura Alvarico discussed her plan utilizing the newly ARPA funding recently received. AAA Director Alvarico discussed the farmers market vouchers for all of AAA congregated clients.

ARPO Director Angela Welsh discussed receiving transportation dollars in this coming years budget. ARPO Director Welsh mentioned she was participating in an Eastern Transportation Coalition pilot program. ARPO Director Welsh stated this pilot program tests charging for the mileage people drive vs paying taxes at the gas pump.

NWDB Director David Whitmer discussed NWDB PY20 financial monitoring concluded; NWDB Whitmer announced there was no findings. NWDB Whitmer thanked the board for passing the Budget Amendment adding funds to the NWDB budget for FY2022-2023. NWDB Director Whitmer mentioned an agreement was renewed this past April for DWS to continue serving as the one-stop operator for the Career Centers; however, in May the agreement was terminated by DWS. NWDB Director Whitmer explained the NWDB Boards are required to competitively procure a one-stop operator for the system. At the last NWDB Board meeting, the NWDB Board approved the Albemarle Commission to serve as the one-stop operator in Pasquotank and Chowan County. NWDB Director Whitmer also discussed DWS closing the Dare County office; however, he stated we do have a career advisor who continues to provide services Dare County in Manteo on the COA campus.

Special Projects Administrator Sharon Smith discussed the hiring of two new individuals a Broadband Projects Coordinator and Special Projects Coordinator. Special Projects Administrator Smith mentioned on July 25 NC Impact would be filming at ECSU, this show broadcasts on PBS. Special Projects Administrator Smith also discussed the successful Funding Summit that the Albemarle Commission hosted with the Town of Hertford.

**Executive Director Report**

Executive Director Michael Ervin discussed a few outstanding grant opportunities. Executive Director Ervin informed the board of the new hire for Community Housing Coordinator, Ryan Albertson. Executive Director Ervin discussed Mr. Albertson's role in administering the URP (Urgent Repair Program) funds throughout our 10-county region. Executive Director Ervin announced the Albemarle

Commissioner's Ombudsman and the Finance Officer would be leaving the Albemarle Commission in the coming weeks.

**Board Member Comments:**

Commissioner Ross mentioned the new dredge was scheduled to complete the sea trials in New Orleans and would hopefully be heading to the Outer Banks soon.

Commissioner Keyes mentioned continued work on Washington County's school project.

At-Large Delegate Janet Russ spoke about the passenger ferry possibly being used as a charter.

At-Large Delegate Brothers announced August 27 the Town of Hertford would be hosting a Luau.

At-Large Delegate Elizabeth Hederick announced Gates County hosting a National Day Out for the community on August 2.

Commissioner Leigh discussed the new boat project in Perquimans County. Commissioner Leigh also announced she would be serving on the North Carolina African American Heritage Commission.

Commissioner Jordan Davis announced Tyrrell County receiving two new grants. Commissioner Davis stated the monies would be used to build a new water tower and pumping station in the south end of the county, and to expand sewer in the Alligator community.

Commissioner Hoffer stated Gates County was waiting to hear back from the Great Grants announcement. Commissioner Hoffer also stated Gates County is applying for a \$15 million grant to help with waste water.

At-Large Delegate Hoggard discussed the growth in downtown Elizabeth City.

Chairperson Griffin discussed monies Pasquotank County received thought out the county. Chairperson Griffin announced the ground breaking of the new hospital.

**Adjournment**

At 7:07 pm the meeting was adjourned.

  
\_\_\_\_\_  
Chairperson of the Board, Lloyd Griffin

Attested by:

  
\_\_\_\_\_  
Clerk to the Board, Ashley Stallings

9-22-22  
\_\_\_\_\_  
Date