

**Minutes of the
Albemarle Commission Board of Delegates
June 16, 2022 6:00 P.M.**

Opening

Chairperson Lloyd Griffin called the meeting to order at 6:00 p.m.

Invocation

Commissioner Robert Kirby led the Invocation.

Pledge of Allegiance

Commissioner Griffin led the Pledge of Allegiance.

Determination of Quorum

The presence of a quorum was determined by Clerk and Administrative & Benefits Coordinator, Ashley Stallings, with eleven (11) Members present.

<u>Name</u>	<u>County</u>
Clayton Riggs	Camden
Robert Kirby	Chowan
Linda Hoffer	Gates
Elizabeth Hedrick	Gates
Earl Pugh	Hyde
Lloyd Griffin	Pasquotank
William Hoggard III	Pasquotank
Wallace Nelson – Alternate	Perquimans
Connie Brothers	Perquimans
Jordan Davis	Tyrrell
Ann Keyes – Alternate	Washington

Absent Members

Owen Etheridge	Currituck
Rob Ross	Dare
Janet Russ	Hyde
Fondella Leigh	Perquimans
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, NVDB 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 Hoffer motioned to approve the agenda as presented, seconded by At-Large

Delegate William Hoggard. With a roll call vote, the motion carried unanimously.

May 2022 Minutes (NOTE)

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

Public Comment:

None.

Finance

A. Monthly Finance Report Ending May 31, 2022

Finance Officer Jeri Hansen discussed the monthly finance report.

New Business

A. Request for Approval to Amend the Uniform Guidance Procurement Policy VOTE

Finance Officer Hansen presented the staff recommendation to increase the contractual threshold to \$50,000.

Commissioner Clayton Riggs motioned to raise the threshold to \$50,000 for contractual purchases, seconded by Commissioner Kirby. With a roll call vote, the motion carried unanimously.

Staff Reports:

Area Agency on Aging Director Laura Alvarico discussed the reopening of all congregate sites as of June 1, 2022. However, some counties are only serving meals 3 days a week, while others are up to five days a week.

ARPO Director Angela Welsh reported sending out the draft STIP to the RPO Board.

NWDB Director David Whitmer discussed the virtual reality learning tool acquired by the NextGen program.

Special Projects Administrative Coordinator Sharon Smith discussed several projects she is working on within our region.

Executive Director Report

Executive Director Michael Ervin discussed the urgent repair program for individuals in need of home repairs. Executive Director Ervin also discussed grant monies the Commission would be receiving in the budget year 2022-2023.

Board Member Comments:

Commissioner Riggs announced that a new business is coming to the commerce park in Camden County.

Commissioner Kirby stated the new high school budget grew to \$70 million. Commissioner Kirby also mentioned an upcoming windmill meeting in Chowan County in July.

Commissioner Davis discussed the downtown growth in Tyrrell County. Commissioner Davis also mentioned Tyrrell County passed their budget.

Commissioner Hoffer announced Gates County passed their budget.

Commissioner Wallace Nelson discussed the boat project bid Perquimans County received. Commissioner Nelson also announced the Perquimans 911 received an award.

Commissioner Ann Keyes discussed Washington County's progress with building a new high school. Commissioner Keyes spoke about the Bear Festival the county recently had, mentioning it was the largest festival they have seen.

Commissioner Earl Pugh discussed how much the urgent repair funds have helped out residents in Hyde County.

At-Large Delegate Connie Brothers spoke of the upcoming Juneteenth celebration happening in the Town of Hertford.

At-Large Delegate Elizabeth Hedrick spoke about the Community Center in Gates County.

Chairperson Griffin spoke about Pasquotank County passing the budget.

Closed Session

Commissioner Riggs motioned to enter into closed session regarding matters within the Attorney/Client privilege (NCGS 143-318.11(a)(6)) personnel evaluation, seconded by Commissioner Hofler. With a roll call vote, the motion carried unanimously. The Albemarle Commission board entered into closed session at 6:48 pm

At-Large Delegate Hoggard motioned to raise the Executive Directors salary to \$120,969 representing mid-point of the range pursuant to the personnel policy, seconded by At-Large Delegate Hedrick. With a roll call vote, the motion carried unanimously.

Adjournment

At 7:20 p.m. the meeting was adjourned


Chairperson of the Board, Lloyd Griffin

Attested by:


Clerk to the Board, Ashley Stallings

07-21-22
Date