

**Minutes of the  
Albemarle Commission Board of Delegates  
October 20, 2022 6:00 P.M.**

**Opening**

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

**Invocation**

At-Large Delegate Connie Brothers led the Invocation.

**Pledge of Allegiance**

Commissioner Linda Hofler 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 in person.

<b><u>Name</u></b>	<b><u>County</u></b>
Clayton Riggs	Camden
Robert Kirby	Chowan
Rob Ross	Dare
Linda Hofler	Gates
Elizabeth Hedrick	Gates
Earl Pugh	Hyde
Janet Russ	Hyde
Lloyd Griffin	Pasquotank
William Hoggard III	Pasquotank
Wallace Nelson – Alternate	Perquimans
Connie Brothers	Perquimans
Jordan Davis	Tyrrell
Tracey A. Johnson	Washington

**Absent Members**

Owen Etheridge	Currituck
Fondella Leigh	Perquimans

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

None.

**Staff members:**

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

**Guests and Partners**

None

**Agenda (VOTE):**

At-Large Delegate William Hoggard requested to add an item to the agenda of a personnel matter under New Business.

Commissioner Clayton Riggs motioned to approve the agenda as amended, seconded by Commissioner Robert Kirby. With no further discussion, the motion carried unanimously.

**Bylaw Amendment to Allow for Electronic Meeting (VOTE)**

Executive Director Michael Ervin discussed amending the Albemarle Commission Bylaws to allow the Albemarle Commission board to continue using electronic meeting.

Commissioner Jordan Davis motioned to amend the Bylaws to allow remote participation and electronic meeting as prepared by the attorney, seconded by Commissioner Earl Pugh. With no further discussion, the motion passed with nine (9) board member in favor and one (1) member, At-Large Delegate Hoggard, opposed.

The board went on to discuss the attendance provision for allowing electronic meetings.

Commissioner Hofler motioned to leave the attendance policy as it stands, seconded by Commissioner Davis. With no other discussion, the motion passed unanimously.

Executive Director Ervin discussed Article VI - Section 9: "When a quorum is present at any meeting, the vote of the majority of the voting Board shall decide any question brought before such meeting. Absentees are not counted." Executive Director Ervin proposed to amend Article VI – Section 9 by adding one sentence to have the Article VI – Section 9 read: "When a quorum is present at any meeting, the vote of the majority of the voting Board shall decide any question brought before such meeting. Except as stated in Article XVII. Absentees are not counted."

Commissioner Riggs motioned we approved the recommended statement as read by the Executive Director, seconded by At-Large Delegate Brothers. With no further discussion, the motion passed unanimously.

**September 2022 Minutes (VOTE)**

Commissioner Kirby motioned to approve the Minutes as recorded, seconded by Commissioner Riggs. With no further discussion, the motion carried unanimously.

**Public Comment:**

None.

**Old Business**

None.

**Finance**

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

Executive Director Ervin discussed the monthly finance report.

**B. Budget Amendment #3B (VOTE)**

Executive Director Ervin presented the budget amendment #3B to the board.

Commissioner Riggs motioned to approve Budget Amendment #3B as presented, seconded by Commissioner Pugh. With no further discussion, the motion carried unanimously.

**New Business**

At-Large Delegate Hoggard brought to the board to discuss potentially hiring an Assistant Director for the Commission. The consensus of the board was to discuss this further at the January meeting.

### **Staff Reports:**

Area Agency on Aging Director Laura Alvarico discussed a grant from Sentara that was recently received to provide meals for older adults that are malnourished upon going into the hospital. This grant will provide these older adults with 2-weeks' worth of meals upon discharge from a hospital stay.

ARPO Director Angela Welsh mentioned to the board they could find the project status at the end of her report that was sent out to the board. ARPO Director Welsh provided an update on where the Mid-Currituck bridge project stands.

NWDB Director David Whitmer mentioned to the board NWDB hosted a successful Real-World simulation for students.

Special Projects Administrator Sharon Smith discussed a zoom meeting that was held with Brightspeed to expand broadband.

### **Executive Director Report**

Executive Director Ervin mentioned to the board the successful statewide COG association the Albemarle Commissions hosted at the beginning of October in Dare. Executive Director Ervin also mentioned an ARPA grant for \$387,000.00 that will be coming in. Executive Director Ervin provided an update on the Audit.

### **Board Member Comments:**

Commissioner Tracy Johnson mentioned the "green-light" project from November 7- November 13 honoring the Veterans. Commissioner Johnson also discussed her initiative with Broadband.

Commissioner Hofler asked for prayers for a Gates County Commissioner. Commissioner Hofler discussed some water concerns in Gates County.

Commissioner Wallace Nelson discussed the marine park construction. Commissioner Nelson mentioned Perquimans County received \$40M to build a new school.

Commissioner Riggs discussed broadband initiative. Commissioner Riggs also discussed water issues in Camden County.

Commissioner Kirby discussed Chowan County looking into a new reverse osmosis plant. Commissioner Kirby mentioned a ground breaking ceremony for the new \$75M school to replace John A. Holmes high school. Commissioner Kirby mentioned legislative goals conference in Raleigh on November 16-18<sup>th</sup>.

Commissioner Pugh mentioned Hyde County receiving a needs-based school funding. Commissioner Pugh mentioned having a good tourist year on Ocracoke and successful ferry runs.


At-Large Delegate Brothers reminded everyone to make sure they go out and vote during the elections. At-Large Delegate Brothers announced Hertford Community center would be hosting a free home buyers' workshop for anyone who would be interested to attend.

At-Large Delegate Janet Russ mentioned Mattamusket School hosting Farm Days.

Commissioner Griffin discussed hosting NC Treasure Dale Folwell in Pasquotank County discussing the financial hardships hospitals are pushing patients into. Commissioner Griffin mentioned some updates to Pasquotank County's water system.

**Adjournment**

At 7:34 p.m. the meeting was adjourned.

  
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Chairperson of the Board, Lloyd Griffin

Attested by:

  
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Clerk to the Board, Ashley Stallings

11-17-2022  
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Date