

**Minutes of the
Albemarle Commission Board of Delegates
September 19, 2024, 6:00 P.M.**

Opening

Chairperson Jordan Davis called the meeting to order at 6:00 p.m.

Invocation

Commissioner Robert Kirby led the Invocation.

Pledge of Allegiance

At-Large Delegate Clayton Riggs led the Pledge of Allegiance.

Determination of Quorum

The presence of a quorum was determined by Clerk to the Board, Ashley Shepherd, with nine (9) members present; seven (7) members present in person and two (2) members electronically.

<u>Name</u>	<u>County</u>
Tiffney White	Camden
Clayton Riggs	Camden
Robert Kirby	Chowan
Harriet DeHart	Chowan
Linda Hofler	Gates
Jordan Davis	Tyrrell
Stephen Swain	Tyrrell
Tracey Johnson	Washington
Melinda Porter	Washington

Absent Members

Sissy Aydlett- Alternate	Camden
Owen Etheridge	Currituck
Robert "Bob" Woodard Sr.	Dare
Earl Pugh	Hyde
Lloyd Griffin III	Pasquotank
Tim Corprew	Perquimans
Wallace Nelson- Alternate	Perquimans
Ann Keyes- Alternate	Washington

Partners, staff, and guests present:

Staff members:

Michael Ervin, Executive Director
David Whitmer, NWDB Director
Laura Alvarico, AAA Director
Angela Welsh, ARPO Transportation Planner
Ashley Shepherd, Clerk to the Board
Tanya Hurdle, Finance Officer

Guests and Partners

John Liedy, Attorney

Amendments of Agenda:

Chairperson Davis asked to add Executive Director Job description discussion under New Business as 11 A. At-Large Delegate Harriet Dehart motioned to approve the amendments, seconded by Commissioner Tracey Johnson. With no further discussion, the motion was carried unanimously with a roll call vote.

Agenda (VOTE):

Commissioner Linda Hofler motioned to approve the agenda as presented, seconded by At-Large Delegate Dehart. With no further discussion, the motion was carried unanimously with a roll call vote.

August 15, 2024, Minutes (VOTE)

Commissioner Kirby motioned to approve the minutes as presented, seconded by Commissioner Hofler. With no further discussion, the motion was carried unanimously with a roll call vote.

Public Comment:

None.

Old Business

None.

Finance

A. Monthly Finance Report for August 2024

Finance Officer Tanya Hurdle presented the monthly finance report to the board.

New Business

Chairperson Davis presented the job description for the Executive Director position posting from 2020. Chairperson Davis asked if the board would like to make any changes to the posting for Attorney John Liedy to begin the hiring process. Attorney Liedy gave some suggestions to the board regarding the description and explained how the hiring process was done back in 2020 and how it will be done in the upcoming months.

Staff Reports:

Area Agency on Aging (AAA) Director Laura Alvarico mentioned the upcoming 2nd annual Run to Remember taking place in Edenton and the new digital navigator grant from Division of Aging and the staff member heading to training in Charlotte next week.

ARPO Planner Angela Welsh mentioned some of the region's counties should start to receive study letters for their Comprehensive Transportation Plans in October. Director Welsh also discussed the upcoming RPO quarterly meeting, traffic forecast drafts, and an update on the FEMA grant. Director Welsh mentioned issues regarding the Rodanthe houses located in Dare County and issues with infrastructure in several of the region's counties. Director Welsh announced that she was accepted into the UNC School of Government Municipal and County Administration course and received a scholarship to pay for half of the course.

Northeastern Workforce Development Board (NWDB) Director David Whitmer discussed the year end review included in the board packet and the change of leadership at DWS. Director Whitmer mentioned the upcoming Real World Event taking place at Camp Cale on October 2, 2024, and how that event works.

Executive Director's Report

Executive Director Michael Ervin mentioned we have not taken on any new grants this year and discussions in his COG meetings regarding support for housing. Executive Director Ervin announced to the board that our finance and accounting duties are fully in-house, and we are completely free from ARHS.

Board Member Comments:

At-Large Delegate Stephen Swain discussed Columbia's new gas station and invited the board out to the Fire Department's upcoming fundraiser next week.

At-Large Delegate Melinda Porter mentioned a few Airbnb issues in the area.

Commissioner Johnson was excited to announce that Washington County's new hospital will be partnering with Shriner's Hospital for pediatric health care.

Commissioner Hofler mentioned Gates County finishing up with broadband installations.

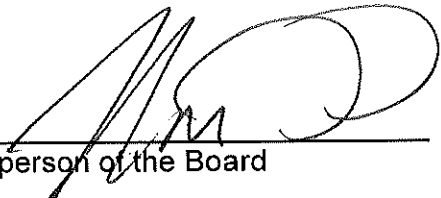
Commissioner Kirby mentioned several projects in Chowan County including the upcoming Recreation Bond referendum vote, the construction of the high school, broadband, and windmills in the county.

Commissioner Tiffney White gave an update on Camden County's EMS production, along with other upcoming events in the county, such as, Camden Heritage Festival, Dismal Day, and the FIRE department's Open House.

Chairperson Davis discussed the soft opening of the new Royal Farms in Tyrrell County and an upcoming four-wheel rally for the Fire Department.

Adjournment

At-Large Delegate Dehart motioned to adjourn the meeting at 7:01pm, seconded by Commissioner Johnson. The motion carried unanimously.



Chairperson of the Board

Attested by:



Clerk to the Board, Ashley Shepherd

10/17/2024

Date

