



# MEMORANDUM

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**To:** City Councilors  
**From:** Joseph W. Peel, Mayor  
**Date:** November 4, 2015  
**Re:** Consideration – Appointment to Joint Animal Control Board

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**BACKGROUND:**

During the City Council meeting of August 12, 2013, the Council approved major changes to Chapter 6 Article III of the City Code, which deals with dangerous dogs. The ordinance created a Joint Animal Control Board consisting of two members from the City and two members from Pasquotank County. The fifth member is a representative of the SPCA of Northeastern North Carolina recommended by the SPCA Board of Directors and appointed jointly by the City and County. Although the ordinance adopted on August 12, 2013 established the Joint Animal Control Board makeup, it did not establish term lengths. (The newly adopted Council policy for appointments establishes a two successive, two-year term length for all boards and committees without an established term. City appointees to this board are subject to this provision.)

**ANALYSIS:**

Courtney Reichenbach was appointed on September 9, 2013 to serve as the SPCA representative to the board. Ms. Reichenbach is no longer eligible to serve since she has moved from Pasquotank County. (See attached letter).

Notice was received from Pasquotank County that the Commissioners voted on November 2, 2015 to appoint Nancy Lamb as the SPCA representative to the board. (See attached email and application) Ms. Lamb's appointment must also be confirmed by the City Council. (Ms. Lamb will not be subject to a specified term length.)

**RECOMMENDATION:**

By motion and **roll call vote**, appoint Nancy Lamb to serve as the SPCA's representative on the Joint Animal Control Board.

JWP/vdw

COMMISSIONERS

Joseph S. Winslow, Jr., Chairman  
Cecil Perry, Vice-Chairman  
Jeff Dixon  
Lloyd E. Griffin, III  
Dr. William R. Sterritt  
Frankie Meads  
Bettie J. Parker



COUNTY MANAGER  
Rodney Bunch

COUNTY ATTORNEY  
R. Michael Cox

CLERK TO THE BOARD  
Lynn Scott

**COUNTY OF PASQUOTANK**

Post Office Box 39  
Elizabeth City, North Carolina 27907-0039  
(252)335-0865  
Fax (252)335-0866

**RECEIVED SEP 18 2015**

September 15, 2015

Ms. Kim Parrish, President  
SPCA of Northeastern North Carolina  
P.O. Box 1772  
Elizabeth City, N.C. 27906

Dear Ms. Parrish:

I am writing to make you aware that Courtney Reichenbach is no longer eligible to serve on the Joint Animal Control Board due to her moving out of Pasquotank County.

Ms. Reichenbach was appointed as the SPCA Board of Directors representative and appointed jointly by the city and county. Please submit recommendations to fill Ms. Reichenbach's appointment.

Sincerely yours,

Lynn Scott  
Clerk to the Board of Commissioners

cc: Sheriff Randy Cartwright  
 Mr. Rich Olson  
Mr. Mike Cox

## Vivian White

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**From:** Lynn Scott  
**Sent:** Wednesday, November 04, 2015 10:15 AM  
**To:** vwhite@cityofec.com  
**Subject:** Animal Control Board Appointment

Good morning Vivian.

I am pleased to inform you that the Pasquotank County Board of Commissioners, meeting on November 2, 2015, voted unanimously to appoint Nancy Lamb as the SPCA representative to the Joint Animal Control Board. As you are aware, this is a joint appointment with the City and your board will need to appoint Mrs. Lamb as well. Please let me know when and if your board appoints Mrs. Lamb and I will inform her of her appointment. Thanks.

Lynn Scott  
Clerk to the Board  
Pasquotank County Manager's Office  
206 E. Main Street, Rm E202  
Elizabeth City, NC 27909  
252-338-0865 (p)  
252-335-0866 (f)

**NOTICE OF INTEREST IN SERVING ON BOARDS/COMMITTEES  
APPOINTED BY PASQUOTANK COUNTY BOARD OF COMMISSIONERS**

**Name of Board(s)/Committee(s) interested in serving on:**

Animal Control Board

**Name and address of applicant:**

Nancy B. Lamb

1507 Rivershore Rd. , Elizabeth City, N.C. 27909

**Phone Numbers: Work:**

**Home:**

**Cell: 252-312-8899**

**Present Occupation/Employment:** Retired Assistant District Attorney

**Years of Education:** 15

**Degree:** B.S., J.D.

**College/Institution:** Undergraduate: Appalachian State University, Boone, N.C

Law school: Wake Forest University School of Law, Winston-Salem, N.C.

**Civic/Fraternal organizations in which you are a member (note any offices held):**

On Board of Directors for: SPCA; Kids First, Inc., Albemarle Hopeline

**List Boards/Committees to which you were appointed and NOW serve on:**

None

**Boards/Committees to which you were appointed and served on in the past:**

None

**List reasons for interest in serving on boards/committees listed above:**

Currently I serve on the SPCA board of directors and I have an interest in animal issues particularly where they intersect with legal issues and enforcement of the law.

**Date:** 10/28/2015

**Signature:** Nancy B. Lamb