

**REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS  
MONDAY MARCH 17, 2014**

The Pamlico County Board of Commissioners met in regular session on Monday March 17, 2014 at 7:00 p.m. in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with exception of Commissioner Jimmy Spain. Also present were County Manager Tim Buck, Finance Officer Bill Fentress and County Attorney Jimmie Hicks.

Chairman Paul Delamar called the meeting to order.

Chairman Paul Delamar asked if there were any corrections, additions and/or deletions to the minutes of the February 25, 2014 and March 3, 2014 meetings. There being none on a motion made by Commissioner Kenny Heath and seconded by Commissioner Paul Delamar, the following resolution was unanimously approved.

**BE IT RESOLVED, the minutes of the February 25, 2014 and the March 3, 2014 meetings are hereby approved and the Chairman's signature is authorized thereon.**

Chairman Paul Delamar declared the public hearing for Eastern Region Loan open.

County Manager Tim Buck gave the Board an overview of the Eastern Region Loan process. The application is for borrowing \$576,923.00 from the Eastern Region's revolving loan fund at 0% interest. The loan will require a onetime administrative fee of \$5,800.

There were no members of the public to speak.

Chairman Paul Delamar declared the public hearing closed.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Ann Holton, the following resolutions were unanimously approved.

**BE IT RESOLVED, the documents for the Eastern Region Loan application is hereby approved.**

**BE IT RESOLVED, the following resolutions are hereby approved.**

**RESOLUTION**

**PAMLICO COUNTY, NORTH CAROLINA**

**DECLARATION OF AN OFFICIAL INTENT TO REIMBURSE**

**BE IT HEREBY RESOLVED, that Pamlico County, North Carolina does hereby adopt the following declaration (the “Declaration”) of Official Intent to Reimburse.**

**This Declaration is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2, and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.**

**The undersigned is authorized to declare the Official Intent of Pamlico County, North Carolina (the “Issuer”) with respect to the matters contained herein.**

- 1. Expenditures to be incurred. The Issuer has incurred expenditures (the “Expenditures”) to accomplish construction and improvements to the Pamlico County public water system, for the benefit of its citizens.**
- 2. Plan of finance. The Issuer intends to finance the cost of the project with the proceeds of debt to be issued by the Issuer (the “Borrowing”), the interest on which is to be excluded from gross income for federal income tax purposes.**
- 3. Maximum principle amount of debt to be issued. The maximum principle amount of the Borrowing to be incurred by Issuer to finance the project is \$ 577,000.00**
- 4. Declaration of official intent to reimburse. The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.**

**Adopted this 17th day of March, 2014.**

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A  
FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE  
160A-20**

**PAMLICO COUNTY WATER SYSTEM IMPROVEMENT**

**WHEREAS, Pamlico County, North Carolina desires to construct certain improvements and upgrades on land owned by it, identified as the Pamlico County Water System, all located in Pamlico County, North Carolina, (the "Project"), to better serve the citizens of Pamlico County; and**

**WHEREAS, Pamlico County desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20 for an amount not to exceed \$ 577,000 ; and**

**WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract.**

**NOW, THEREFORE, BE IT RESOLVED that the Pamlico County Commissioners at a regular meeting on the 17th day of March, 2014 make the following findings of fact:**

- 1. The proposed Project is necessary or expedient to provide adequate and efficient potable water to the citizens of Pamlico County. The improvements to be constructed will be used to improve water quality in the Kershaw and Reelsboro Service Areas.**
- 2. The proposed contract is preferable to a bond issue for the same purpose because the cost of issuing general obligation bonds would be greater and inconsistent with the time frame required.**
- 3. The sums to fall due under the contract are adequate and not excessive for the proposed construction as based on proposed architectural plans.**
- 4. Pamlico County's debt management procedures and policies are proper because those procedures and policies have been carried out in accordance with the Local Government Budget and Fiscal Control Act.**

**Adequate debt management will be continued to be provided as directed by the Local Government Commission.**

- 5. Pamlico County anticipates that no tax increase will be necessary to meet the obligations of this installment contract; but in the event that an increase in taxes would be necessary, that a tax increase of not more than \$0 per \$100 valuation will be necessary to meet the obligations of this installment contract.**
- 6. Pamlico County is not in default in any of its debt service obligations.**
- 7. The attorney for Pamlico County has rendered an opinion that the proposed Project is authorized by and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.**

**NOW, THEREFORE, BE IT FURTHER RESOLVED that the Chairman is hereby authorized to act on behalf of Pamlico County in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.**

**This resolution is effective upon its adoption this 17th day of March, 2014.**

Chairman Paul Delamar recognized Joe and Henri McClees who came before the Board to give an update on the Ferry Tolls. They stated that the NCDOT needs to go back before the legislature. We do not have tolls because they cannot be implemented without RPO approval. Mr. McClees indicated that the firm also is keeping eyes on budgetary concerns. Federal funding is still being received. Board members thanked Mr. and Mrs. McClees for their presentation.

Chairman Paul Delamar asked if there were any additions and/or deletions to the agenda. There was one. A motion was made by Commissioner Kenny Heath and seconded by Commissioner Carl Ollison, and unanimously agreed upon to add the plat for the Lee Landing Subdivision.

There are no members of the public to speak during Public Comment Period.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Ann Holton, the following resolutions were unanimously approved.

**BE IT RESOLVED, the request from the Town of Maribel to hold a community parade on August 30, 2014 along Highway 304 is hereby approved.**

**BE IT RESOLVED**, the change order in the amount of \$10,172 for Ms. Diane Jennings who is in the Pamlico County 2009 CDBG-CR Project for replacement housing is hereby approved.

**BE IT RESOLVED**, the 2014 Board of Equalization and Review schedule is hereby approved.

**BE IT RESOLVED**, the following resolution authorizing application for state grant assistance is hereby approved.

**RESOLUTION BY GOVERNING BODY OF APPLICANT**

**WHEREAS**, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of a drinking water distribution system project, and

**WHEREAS**, Pamlico County has need for and intends to construct a drinking water distribution system project described as an elevated storage tank to resolve system pressure problems, and

**WHEREAS**, Pamlico County intends to request state grant assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF PAMLICO COUNTY:**

That Pamlico County, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Paul Delamar, Chairman, the Authorized Official, and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a grant to aid in the construction of the project described above.

That the Authorized Official, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

**Adopted this the 17th day of March, 2014 at Bayboro, North Carolina.**

**BE IT RESOLVED, the following tax releases and reliefs are hereby approved.**

<b>Name</b>	<b>Year</b>	<b>Tax/Ticket</b>	<b>Reason</b>	<b>Amount</b>
Sadler, Ronald	09-13	4867500/6330553	Error in Acreage	\$ 54.16
Four Paws	2013	38189/6509413	Not in Bayboro	\$ 24.80
Bell, Lewis	12-13	9092/6489342	Double Listed	\$ 129.95
Dixon, Wm	09-12	7936/6334518	Clerical Error	\$ 22.71
	09-13	7936/6334516	Clerical Error	\$ 15.66
Pitman, Edwina	11-12	8127/6445946	Double listed	\$ 89.80
Powers, Daisy	04-08	443500/10878	Claim rescinded by state	\$ 49.53
	09-13	443500/10878	Claim rescinded by state	\$ 114.27
Jordan, Larry	10-13	19703/6385392	Double Listed	\$ 942.65
Equity Trust : Archil Roy	2013	8156/6533476	Sold	\$ 110.77
Roulhac, Delsia	2007	7064995/90093	DMV Released	\$ 24.30
Moore, Mack	2012	702135/6461618	DMV Released	\$ 17.29
Merta, Martin	12-13	3883/6483079	Clerical Error	\$ 67.60
Barnes, Ashley	2012	17698/6467365	Clerical Error	\$ 60.63
Greene, Janice	2013	22830/6518343	Improvements Demo'd	\$ 20.98
Brown, Doug	2013	30874/6533260	Clerical Error	\$ 114.58
Henry, Paul	2013	22514/6517943	Clerical Error	\$ 93.56
Bell, Lewis	2013	20376/6515161	DW removed	\$ 335.86
Bennett, Brenda	2012	7143/6487609	Clerical Error	\$ 58.50
Birch, Tamia	2006	7061661/77998	DMV Release	\$ 90.23
Hamilton, Corey	2013	39690/6537500	Double Billed	\$ 250.05
Hardison, Robin	08-11	4761/6300203	DMV Release	\$ 90.96
Hodges, Marilyn	09-11	0034305/6347390	DMV Release	\$ 84.57
Foley, Judith	2006	7062861/82341	DMV Release	\$ 5.86
Ham, Ponce	2013	27936/6524423	Clerical Error	\$ 643.76
Hardison, Betty Etals	2012	752000/6487881		\$474.10

**BE IT RESOLVED, the following Budget Amendments are hereby approved.**

*Department: 4H*

The original budget is being revised with this Budget Revision. A Budget Amendment will revise the total dollar amount, either increase or decrease, of the original Budget Ordinance. A Line Item Transfer will revise the dollar amounts allocated between different programs in a department with more than one budget code or different line items within a single department code but will not increase or decrease the Budget Ordinance.

**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>		<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT (-) DECREASED</b>
600000-400000-	4H	SPECIAL REVENUES	\$2,500.00	
607130-549901		MISCELLANEOUS	\$2,500.00	

Reason for Budget Revision: To recognize revenue received from Monsanto Foundation.

*Department: Finance*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104130 532001	POSTAGE	\$1,450.00	
104130 531000	TRAVEL		\$800.00
104130 526000	OFFICE SUPPLIES		\$400.00
104130 529000	DEPT. SUPPLIES		\$250.00

Reason for Budget Revision: To cover postage and associated cost for year.

*Department: Governing Body*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104110 555001	SPECIAL BOARD PROJECTS	\$3,000.00	
100000 439900	FUND BALANCE APPR.	\$3,000.00	

Reason for Budget Revision: To budget for cost of shredding.

*Department: Health*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
105110 529000MAJ	DEPT. SUPPLIES- MAJOR	\$700.00	
105110 529000	DEPT. SUPPLIES	\$700.00	

Reason for Budget Revision: To move monies to cover the cost of necessary office supplies.

*Department: Water*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
307140 535300	M & R- AUTO		\$1,500.00
307140 531000	TRAVEL	\$1,500.00	

Reason for Budget Revision: To move budget to cover the cost of Continuing Education and Certification.

*Department: Register of Deeds*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104180 529005	SAFETY		\$64.00
104180 532000	TELEPHONE	\$64.00	

*Reason for Budget Revision:* To move budget to cover telephone bills.

*Department: Soil and Water*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104962 549100	DUES & SUBS.	\$100.00	
104962 523000	EDUCATION SUPPLIES		\$100.00

*Reason for Budget Revision:* To move monies to cover donation made to Environthon.

*Department: Sheriff*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100600 434262	INS. CLAIMS LOSS- SHERIFF	\$2,238.38	
104310 535300	M & R- AUTO	\$2,238.38	

*Reason for Budget Revision:* To recognize money received for insurance on vehicle.

*Department: Health*

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
105110 535300	M & R- AUTO		\$500.00
105110 549100	DUES & SUBS.	\$500.00	
105151 545000	INSURANCE & BONDS		\$150.00
105151 549100	DUES & SUBS	\$150.00	
105160 545000	INSURANCE & BONDS		\$150.00
105160 549100	DUES & SUBS	\$150.00	
105164 545000	INSURANCE & BONDS		\$188.71
105164 549100	DUES & SUBS	\$188.71	

*Reason for Budget Revision:* To move budget to cover required NCALHD dues.



Department: 4H

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**FISCAL YEAR 2012-2013**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
607130 529000	DEPT. SUPPLIES		\$3,000.00
607130 549901	MISCELLANEOUS	\$3,000.00	

Reason for Budget Revision: To move budget to cover expected expenses.

**BE IT RESOLVED, the Lease Agreement noting a 10-year lease at the USDA Farm Service Agency Service Center located at 13724 NC Highway 55 formerly known as the Brinson Building is hereby approved.**

On a motion made by Commissioner Christine Mele and seconded by Commissioner Kenny Heath, the following resolution was unanimously approved.

**BE IT RESOLVED, the final plat for Plantation Oaks Subdivision, Phase II is hereby approved.**

A motion was made by Commissioner Ann Holton to table the two (2) Health Department salary increases. This motion died for lack of a second.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Christine Mele, the following resolution was approved by majority vote. Commissioner Ann Holton cast a dissenting vote.

**BE IT RESOLVED, the following Health Department salary increases are hereby approved. They are both 6% increase (Beyond any COLA consideration)**

1. Tamara Jones: Formal Reclassification through State Personnel from Health Educator II (Grade 67) to a Human Services Planner Evaluator II Grade 70.
2. Dawn Jones: Processing Assistant IV, not formally reclassified however the work she is doing (basically laboratory technician) has not been recognized financially.

On a motion made by Commissioner Kenny Heath and seconded by Commissioner Carl Ollison, the following resolution was unanimously approved.

**BE IT RESOLVED, the final plat for Lee Landing Subdivision has been reapproved. The final plat was not recorded after the initial November 18, 2013 approval which made the first approval null and void.**

On a motion made by Commissioner Christine Mele and seconded by Commissioner Pat Prescott, the Board went into closed session in accordance with G.S. 143.318.11(a)6 to discuss a personnel issue.

On a motion made by Commissioner Christine Mele and seconded by Commissioner Pat Prescott, the Board went back into open session.

No action was taken in closed session.

There being no further business, the Board recessed until Monday March 31, 2014 at 9:00 a.m. for a budget session.

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Chairman

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Clerk to the Board