

**REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY JUNE 2, 2014**

The Pamlico County Board of Commissioners met in regular session on Monday June 2, 2014 in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with exception of Commissioner Ann Holton. Also present were Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Tim Buck and Clerk to the Board Kathy P. Cayton.

Chairman Paul Delamar called the meeting to order.

Reverend Grady Simpson gave the invocation and Chairman Paul Delamar led the assemblage in the Pledge of Allegiance.

Chairman Paul Delamar asked if there were any corrections additions and/or deletions to May 19, 2014 open and closed session and the May 21, 2014 budget session minutes. There being none. On a motion made by Commissioner Kenny Heath and seconded by Commissioner Christine Mele, the following resolution was unanimously approved.

BE IT RESOLVED, the open and closed session minutes of the May 19, 2014 and the May 21, 2014 budget session minutes are hereby approved and the Chairman's signature is authorized thereon.

Commissioner Ann Holton arrived.

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

BE IT RESOLVED, that a public hearing will be held on Monday June 16, 2014 for the FY 2014-2015 Budget.

On a motion made by Commissioner Ann Holton and seconded by Commissioner Pat Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the following insurance changes are hereby approved for FY 2014-2015.

- Cigna Option Two (2)
- Sign with Cigna for dental, life, supplemental, and vision which results in two percent (2%) discount for health.
- County pays \$544.91 per month for employees
- Employee child coverage is \$2,630 per year.
- Increase dental benefit to Cigna Option three (3) to \$1,250 annual maximum
- County will pay vision coverage of employees only. The cost is \$6.80 per month

Board members suggested that the Budget Presentation be presented at the June 16, 2014 public hearing.

Chairman Paul Delamar recessed the Board of Commissioners.

Chairman Paul Delamar called the Board of Equalization and review to order.

On a motion made by Commissioner Christine Mele and seconded by Commissioner Jimmy Spain, the following Board of Equalization and Review appeals were unanimously approved.

- **Thomas G. Cunningham** **K051-21-13**
No Change in value with the exception of the addition of the residential elevator
- **Edward and Cynthia Wetherington** **I052-13-1**
70 % reduction due to septic denial
- **Henry Frazer** **J082-487**
Value reduced to \$932,605

There being no further appeals on a motion made by Commissioner Carl Ollison and seconded by Commissioner Ann Holton the Board of Equalization and Review adjourn for the year.

Chairman Paul Delamar called the Board of Commissioners back to order.

There were no additions and/or deletions to the agenda.

There was one member of the public to speak during public comment period.

Mr. Simon Chen: Mr. Chen feels that even after the Board of Equalization and Review and the Property Tax Commission ruling that his property valuation was correct he still does not feel they were calculated fairly.

The Board then turned their attention to the Consent Agenda.

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

BE IT RESOLVED, the Tax Collector's Monthly Report for the month of April is hereby approved.

BE IT RESOLVED, the request from the Board of Health for approval of the Pool Inspection Fees to be increased from \$125.00 to \$150.00 is hereby approved.

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

Department: Health

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10000 202413	HEALTH DEPT.- RESTRICTED		\$2,500.00
100211 435165	HEALTH PROMO. RISK REDUCT.	\$2,500.00	
105165 523900	MEDICAL SUPPLIES	\$2,000.00	
105165 519900	CONTRACTED SERVICES	\$ 500.00	

Reason for Budget Revision: To move funds from non-reverting account to revenue and expenditure accounts.

Department: Health

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105127 512100	SALARIES & WAGES		\$1,500.00
105151 512100	SALARIES & WAGES		\$1,500.00
105159 512100	SALARIES & WAGES		\$1,500.00
105160 512100	SALARIES & WAGES		\$1,500.00
105163 512100	SALARIES & WAGES		\$2,000.00
105190 512100	SALARIES & WAGES		\$2,000.00
105164 512100	SALARIES & WAGES		\$5,000.00
105163 512100PMH	SALARIES & WAGES		\$2,500.00
105170 512100	SALARIES & WAGES		\$2,500.00
105180 512100	SALARIES & WAGES	\$20,000.00	

Reason for Budget Revision: To move budget to cover the secretary position.

Department: Health

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105163 512100PMH	SALARIES & WAGES		\$2,800.00
105163 519900PMH	CONTRACTED SERVICES	\$2,800.00	
105170 512100	SALARIES & WAGES		\$1,372.00
105170 519900	CONTRACTED SERVICES	\$1,372.00	

Reason for Budget Revision: To move budget to cover contracted services with Craven County.

Department: Health

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211 435000	MISCELLANEOUS	\$400.00	
105127 531000	TRAVEL	\$149.31	
105160 531000	TRAVEL	\$189.44	
105163 531000	TRAVEL	\$ 44.00	
105164 531000	TRAVEL	\$ 17.25	

Reason for Budget Revision: To recognize reimbursement from the State for attendance at Intro to Public Health.

Department: Register of Deeds

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104180 526000	OFFICE SUPPLIES		\$300.00
104180 534000	PRINTINGS	\$300.00	

Reason for Budget Revision: To move budget to cover ordering error.

Department: Animal Control

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104380 525100	AUTO SUPPLIES		\$850.00
104380 521200	UNIFORMS	\$250.00	
104380 532000	TELEPHONE	\$600.00	

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
600400 4352064H	CAMP FEES		\$5,000.00
607130 5290004H	DEPARTMENTAL SUPPLIES	\$5,000.00	

Reason for Budget Revision: To recognize revenue received from the Carolina East Foundation.

Department: Senior Services

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104931 518500	UNEMPLOYMENT	\$ 3.00	
104931 518600	WORKER COMP.		\$ 3.00
104931 532000	TELEPHONE	\$192.00	
104931 519900	CONTRACTED SERVICES		\$192.00
104934 519900	CONTRACTED SERVICES	\$107.00	
104934 532000	TELEPHONE	\$268.00	
104934 522000	FOOD AND PROVISIONS		\$375.00
104933 529000	DEPARTMENTAL SUPPLIES		\$ 64.00
104933 531000	TRAVEL	\$ 64.00	

Reason for Budget Revision: To move budget to cover actual spending.

Department: Water

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
307140 529001	CHEMICALS	\$7,886.00	
307140 535000KER	M & R PLANT		\$1,386.00
307140 555000	CAPITAL OUTLAY	\$3,000.00	
307140 535000MIL	M & R PLANT	\$3,500.00	

Reason for Budget Revision: To move budget to cover the cost of Hep B vaccine.

Department: Recreation

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
106120 545000	INSURANCE AND BONDS		\$1,200.00
106120 549802	POP WARNER FOOTBALL		\$1,500.00
106120 532000	TELEPHONE	\$ 700.00	
106120 535300	M & R-AUTO	\$2,000.00	

Reason for Budget Revision: To move budget to cover remaining expenses for FY14.

Department: Maintenance

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105000 533000	ELECTRICAL		\$1,799.00
105000 521200	UNIFORMS	\$1,799.00	
105000 535300	M & R- AUTO		\$1,000.00
105000 525100	AUTO SUPPLIES	\$1,000.00	
105000 533002	NATURAL GAS	\$6,846.00	
105000 512200	OVERTIME		\$ 677.00
105000 531000	TRAVEL	\$ 275.00	
105000 529000	DEPARTMENTAL SUPPLIES	\$ 894.00	
105000 535600	M & R BUILDINGS	\$5,000.00	

Reason for Budget Revision: To move budget to cover remaining expenses for FY14.

Department: Recycling

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104721 512200	OVERTIME		\$1,200.00
104721 535200	M & R- EQUIPMENT		\$1,800.00
104721 519900	CONTRACTED SERVICES	\$ 800.00	
104721 535100	M & R- GROUNDS	\$ 330.00	
104721 529000	DEPARTMENTAL SUPPLIES	\$ 190.00	
104721 529005	SAFETY SUPPLIES		\$ 100.00
104721 531000	TRAVEL	\$ 100.00	
106120 529000	DEPARTMENTAL SUPPLIES	\$ 200.00	
106120 531000	TRAVEL	\$1,000.00	
106120 525100	AUTO SUPPLIES		\$1,000.00
104721 525100	AUTO SUPPLIES	\$6,720.00	
104721 518500	UNEMP. INS. EXPENSE		\$ 400.00
104721 532000	TELEPHONE	\$ 400.00	
106120 545000	INSURANCE & BONDS		\$1,000.00
104721 521200	UNIFORMS	\$1,000.00	
106120 537000	ADVERTISING		\$ 100.00
106120 535100	M & R- GROUNDS	\$ 100.00	
106120 532001	POSTAGE		\$ 200.00
104721 535200	M & R- EQUIPMENT	\$ 400.00	

Reason for Budget Revision: To move budget to cover remaining expenses for FY14.

Department: Health

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105110 512100	SALARIES & WAGES		\$91,832.32
105164 512100	SALARIES & WAGES	\$1,696.24	
105151 512100	SALARIES & WAGES		\$ 1,696.24
105110 512103	SALARY SUPPLEMENT		\$ 461.00
105110 512700	PER DIEM	\$ 401.00	
105110 512102	SALARIES/BENEFITS PROG.	\$ 60.00	
105111 512102	SALARIES/BENEFITS PROG.	\$2,467.50	
105124 512102	SALARIES/BENEFITS PROG.	\$4,145.18	
105127 512102	SALARIES/BENEFITS PROG.	\$5,351.18	
105129 512102	SALARIES/BENEFITS PROG.	\$5,875.69	
105151 512102	SALARIES/BENEFITS PROG.	\$1,935.13	
105151 512102OS	SALARIES/BENEFITS PROG.	\$6,706.72	
105159 512102	SALARIES/BENEFITS PROG.	\$1,410.91	
105160 512102	SALARIES/BENEFITS PROG.	\$3,927.14	
105163 512102	SALARIES/BENEFITS PROG.	\$ 680.07	
105163 512102PMH	SALARIES/BENEFITS PROG.	\$2,437.73	
105164 512102	SALARIES/BENEFITS PROG.	\$12,448.39	
105165 512102	SALARIES/BENEFITS PROG.	\$2,104.03	
105167 512102	SALARIES/BENEFITS PROG.	\$7,904.23	
105168 512102	SALARIES/BENEFITS PROG.	\$2,397.17	
105169 512102	SALARIES/BENEFITS PROG.	\$482.71	
105170 512102	SALARIES/BENEFITS PROG.	\$2,606.32	
105172 512102	SALARIES/BENEFITS PROG.	\$444.18	
105180 512102	SALARIES/BENEFITS PROG.	\$18,588.63	
105182 512102	SALARIES/BENEFITS PROG.	\$56.30	
105190 512102	SALARIES/BENEFITS PROG.	\$1,949.63	
105191 512102	SALARIES/BENEFITS PROG.	\$7,913.48	
105180 518200	RETIREMENT EXPENSE	\$419.59	
105182 518200	RETIREMENT EXPENSE		\$225.00
105191 518200	RETIREMENT EXPENSE		\$194.59
105110 518300	GROUP INSURANCE		\$2,458.86
105124 518300	GROUP INSURANCE	\$1,585.80	
105129 518300	GROUP INSURANCE	\$1,837.20	
105151 518300OS	GROUP INSURANCE	\$3,535.86	
105151 518300	GROUP INSURANCE		\$4,500.00
105168 518300	GROUP INSURANCE	\$73.00	
105169 518300	GROUP INSURANCE		\$73.00
105111 518500	UNEMPLOY. INS. BENEFIT	\$1.23	
105110 518500	UNEMPLOY. INS. BENEFIT		\$43.14
105124 518500	UNEMPLOY. INS. BENEFIT	\$2.36	
105127 518500	UNEMPLOY. INS. BENEFIT	\$2.58	
105129 518500	UNEMPLOY. INS. BENEFIT	\$2.59	
105151 518500	UNEMPLOY. INS. BENEFIT	\$.78	
105151 518500OS	UNEMPLOY. INS. BENEFIT	\$3.19	
105159 518500	UNEMPLOY. INS. BENEFIT	\$.53	
105160 518500	UNEMPLOY. INS. BENEFIT	\$1.77	
105163 518500	UNEMPLOY. INS. BENEFIT	\$1.35	
105164 518500	UNEMPLOY. INS. BENEFIT	\$5.76	
105165 518500	UNEMPLOY. INS. BENEFIT	\$.87	
105167 518500	UNEMPLOY. INS. BENEFIT	\$3.42	
105168 518500	UNEMPLOY. INS. BENEFIT	\$1.04	
105169 518500	UNEMPLOY. INS. BENEFIT	\$.21	
105170 518500	UNEMPLOY. INS. BENEFIT	\$1.11	
105172 518500	UNEMPLOY. INS. BENEFIT	\$.18	
105180 518500	UNEMPLOY. INS. BENEFIT	\$9.58	
105180 518500	UNEMPLOY. INS. BENEFIT	\$.74	
105182 518500	UNEMPLOY. INS. BENEFIT	\$.02	
105191 518500	UNEMPLOY. INS. BENEFIT	\$3.83	
105110 518600	WORKERS COMP.		\$883.50
105180 518600	WORKERS COMP.	\$883.50	
105111 519900	CONTRACTED SERVICES	\$85.34	

105111 525100	AUTO SUPPLIES		\$185.72
105111 529000	DEPARTMENTAL SUPPLIES	\$55.95	
105111 529000MAJ	DEPARTMENTAL SUPPLIES		\$84.95
105111 531000	TRAVEL		\$32.06
105111 538100	PROGRAMMING		\$210.00
105124 519900TBMS	CONTRACTED SERVICES		\$86.96
105124 523900TBMS	MEDICAL SUPPLIES	\$86.96	
105165 519900	CONTRACTED SERVICES	\$170.00	
105165 523900	MEDICAL SUPPLIES		\$170.00

Reason for Budget Revision: To move budget to cover remaining expenses for FY14.

Department: Jail

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100200 434326	JAIL FEES- OTHER		\$24,660.00
104320 535600	M & R- BUILDINGS	\$24,660.00	

Reason for Budget Revision: To recognize additional Jail revenue for purchasing a new boiler.

Department: Jail

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100200 434326	JAIL FEES- OTHER		\$6,300.00
104320 535600	M & R- BUILDINGS	\$6,300.00	

Reason for Budget Revision: To recognize additional Jail revenue to budget for painting at the Jail

Department: County Manager

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104110 537000	ADVERTISING	\$ 1,500.00	
104330 519900	CONTRACTED SERVICES	\$ 3,600.00	
104110 555001	SPECIAL BOARD PROJECTS	\$ 4,000.00	
104110 549100	DUES AND SUBSCRIPTIONS	\$ 4,000.00	
104110 519900	CONTRACTED SERVICES	\$ 1,000.00	
100100 402012	AD VAL. TAXES- 2012	\$14,100.00	
300400 404003	RECONNECT FEES	\$ 3,600.00	
307120 519900	CONTRACTED SERVICES	\$ 3,600.00	

Reason for Budget Revision: To adjust budget to pay attached invoices.

Department: Jail

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104320 533002	NATURAL GAS	\$1,500.00	
104320 531000	TRAVEL		\$1,500.00

Reason for Budget Revision: To move budget to cover natural gas expense due to harsh winter.

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

Name	Year	Tax/Ticket	Reason	Amount
Moore, Paula	2011	7073111/6420640	DMV Release	\$ 4.77
Hopkins, Eric	2007	7069951/94285	DMV Release	\$ 114.96
Herring, Robert	11-13	31425/6419386	DMV Release	\$ 55.52
Yeh, Jim	2013	26467/6521576	Land Use not applied	\$1161.54
Watson, Ebern	11-13	5866000/6443753	Double-listed	\$ 112.02
Dixion, Sandra	2011	5493/6485745	DW removed	\$ 511.38
Thomas, Debra	2013	22789/6518273	Value reduced	\$ 100.17
Gibbs, Esther	2011	7035647/6459037	DMV Release	\$ 26.84
Zubia, Sina	2012	7037937/6499138	DMV Release	\$ 5.61
Ostran, Peggy Van	2013	4320/6528955	DW Leasehold	\$ 312.87
Spain, Michael	2012	7044507/6498097	Vanity Plates never used	\$ 186.08
Bell, Jackie	12-13	23199-6474087	SCE not applied	\$ 139.45
W&W Developers	12-13	23168/6464434	Value Released	\$ 635.40
Ray, Aaron	08-09	7073742/10552	DMV Released	\$ 84.12
Tingle, Mollie	12-13	5663000/6485978	Clerical Error	\$1,710.85

BE IT RESOLVED, the request to assign Finance Officer Bill Fentress as a designated agent for the HMGP Grant is hereby approved.

The Board turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Ann Holton and seconded by Commissioner Jimmy Spain, the following resolution is hereby approved.

BE IT RESOLVED, the following Bulk Computer Purchase is hereby approved. Funds are available.

- **Total machines: 125 (not including D.S.S.)**
- **XP machines or non-supported: 55**
- **Replacements recommended prior to 06/30/14: 13**
- **Upgrades recommended prior to 06/30/14: 9**
- **Total cost prior to 06/30/14: \$19,400 (includes contingency)**

On a motion made by Commissioner Pat Prescott and seconded by Commissioner Kenny Heath, the Board **tabled** the request for Senior Center Appointments according to Board policy.

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

BE IT RESOLVED, the request from Dr. Cleve Cox to appoint Ms. Sally Belangia to fill the seat vacated by Ms. Everlene Henderson is hereby approved.

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

Per Diem Travel Policy

Changes in bold and underlined

Adopted August 2008, amended July 2013 and June 2014

All overnight travel for the County will be paid on a per diem rate shown below:

Breakfast - \$ 9
Lunch - \$ 13
Dinner - \$ 24

This results in a total per diem of \$46 for a full day of travel. You may receive partial per diem based on departure and return time. The following schedule determines eligibility:

Breakfast – Depart duty station prior to 6:00 am

Lunch – Depart duty station prior to 10:00 am (day of departure) and return after 2:00 pm (day of return)

Dinner - Return to duty station after 8:00 pm. If stopping for dinner would cause the employee to return after 8:00 pm when they would otherwise return before 8:00 pm, dinner will not be reimbursed.

When meals are included in conference or training, per diem will not be paid for the meals provided.

For day travel the employee will be reimbursed actual cost per receipt, this amount not to exceed the per diem rate for that meal. Meals paid for day travel are taxable and will be reimbursed on the employees pay check.

In the event you drive your personal vehicle for county business rather than a county vehicle, you will be reimbursed at the rate shown below:

If no government vehicle available*	\$.50 per mile
If government owned vehicle available	\$.285 per mile
If committed to use a government owned vehicle	\$.125 per mile

** requires a written statement from Public Building Supervisor stating no county vehicle available*

All day or overnight travel including all related expenses must be turned in for approval, prior to travel, on Estimated Travel Expense Request.

If travel distance is substantial as determined by the Department Head and confirmed by the County Finance Office, reimbursement or a cash advance for travel and related expenses, including dinner expenses, associated with the first night before an event begins the following morning may be considered. When making this determination of reimbursement/advance of funds, consideration is to be given to distance traveled and to the start time of the event in the morning following this first night.

If the travel is for an overnight trip and a cash advance is requested, the full amount for gas and per diem will be advanced. In no event may the credit card be used for meals; allowable charges on the credit card include lodging, registration fees, gas for a county vehicle, books/supplies for classes.

No advance is available for day travel and no reimbursement may be made in excess of the per diem rate for that meal, this rate includes tax and tip. The employee will turn in the Final Travel Expense Report with related receipts as an attachment to their timesheet and reimbursement for meals and mileage will be included in their next paycheck. No reimbursement may be made without a receipt per IRS regulations.

All existing rules, regulation or policies not amended per this policy shall remain in effect.

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

BE IT RESOLVED, the change order for Ms. Willa Taylor in the 2009 CDBG-CR Program in the amount of \$7,125.00 is hereby approved.

On a motion made by Commissioner Ann Holton and seconded by Commissioner Kenny Heath, the Board went into closed session in accordance with G.S. 143.318.11(a)3 to discuss the R & R Development Civil Suit.

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

There was no action taken in closed session.

There being no further business on a motion made by Commissioner Kenny Heath and seconded by Commissioner Christine Mele, the Board adjourned until Monday June 16, 2014 at 7:00 p.m.

Chairman

Clerk to the Board