

**REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY JUNE 15, 2015**

The Pamlico County Board of Commissioners met in regular session on Monday June 15, 2015 in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present. Also present were County Attorney Jim Hicks, County Manager Tim Buck, Finance Officer Bill Fentress and Clerk to the Board Kathy P. Cayton.

Chairman Pat Prescott called the meeting to order.

Chairman Pat Prescott asked if there were any corrections, additions and/or deletions to the minutes of the June 1, 2015 regular and closed session minutes. There was one correction. The correction was noted and changed.

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

BE IT RESOLVED, the regular and closed session minutes of the June 1, 2015 meeting are hereby approved and the Chairman's signature is authorized thereon.

Chairman Pat Prescott declared the public hearing for the Fiscal Year 2015-2016 Budget open. County Manager Tim Buck recapped the budget and changes that were made at the June 1, 2015 meeting. There were no members of the public to speak at the public hearing. Chairman Pat Prescott declared the public hearing closed.

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Ann Holton, the Fiscal Year 2015-2016 Budget is hereby approved.

BE IT RESOLVED, the Fiscal Year 2015-2016 Budget is hereby approved as is, see attached Budget Ordinance.

Chairman Pat Prescott asked if there were any additions and/or deletions to the agenda. There was one addition. County Manager Tim Buck asked that the 2015-2016 Fee Schedule be added to the agenda. A motion was made by Commissioner Paul Delamar and seconded by Commissioner Kenny Heath, but failed for lack of a majority vote. Commissioner Carl Ollison cast a dissenting vote. An agenda addition has to be a unanimous vote. The Board agreed to add it to the first meeting in July agenda.

Chairman Pat Prescott asked if there were any members of the public to speak during public comment period. There were four (4) people to speak.

1. Dr. Cleve Cox, Pamlico Community College President who came before the Board to introduce their new Director of Public Affairs Ms. Townley Cheek.

2. Mr. Keith Bruno came requesting support from the Board for the local commercial fishermen against the North Carolina Marine Fisheries Commission use of the supplement process to implement reductions of Southern Flounder.
3. Ms. Alexis Ireland came before the Board to discuss the continuation of uncontrolled and unregulated construction of duck impoundments, open pits and/or ponds in the Goose Creek Island Community.
4. Ms. Peggy Page came before the Board with concerns about the continued placement of duck impoundments, pits and/or ponds that are virtually being created overnight on Goose Creek Island. The most recent project in Lowland is very close to a home, cemetery and church.

Commissioner Paul Delamar asked for a formal legal opinion in what the County can do regarding the duck impoundments.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Christine Mele and seconded by Commissioner Paul Delamar, the following resolutions were unanimously approved.

BE IT RESOLVED, the request from Finance Officer Bill Fentress for the formal closure of Fund 33 Minnesott Water Plant and Fund 34 Kershaw Water Plant is hereby approved.

BE IT RESOLVED, the budget amendments required to close out Fiscal year 14-15 by the Finance Officer and County Manager are hereby approved.

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 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0400-438309	Senior Services Tours		\$15,000.00
10-4930-549880	Tours		\$15,000.00

Reason for Budget Revision:

Department: Senior Services

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4945-512101	Nonexempt Salaries	\$7,000.00	
10-4930-512100	Salaries & Wages		\$7,000.00

Reason for Budget Revision:

Department: Senior Services

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0214-435205	Senior Center Operations Development		\$1,000.00
10-4945-531000	Travel		\$1,000.00

Reason for Budget Revision: To reverse Budget Amendment #15-054.

Department: Senior Services

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0214-435205	Senior Center Operations Development	\$155.00	
10-4931-529000	Departmental Supplies	\$155.00	

Reason for Budget Revision:

Department: Water Department

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-7140-555000	Capital Outlay		\$40,000.00
30-7140-519900	Contracted Services	\$40,000.00	

Reason for Budget Revision: To move funds for services contracted for each water treatment plant.

Department: Commissioners

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4110-519001	Professional Services-Accounting		\$1,400.00
10-4110-549901	Miscellaneous	\$ 400.00	
10-4110-519002	Professional Services-Legal	\$1,000.00	

Reason for Budget Revision: To move funds to cover expenses.

Department: Public Buildings

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5000-535600	M & R Buildings		\$4,000.00
10-5000-518300	Group Insurance		\$1,000.00
10-5000-533000	Electrical		\$5,000.00
10-5000-519900	Contracted Services	\$5,000.00	
10-5000-533001	Water & Sewer	\$5,000.00	

Reason for Budget Revision: To move funds to cover expenses.

Department: Recycling

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4721-525100	Auto Supplies		\$5,000.00
10-4721-519900	Contracted Services	\$4,000.00	
10-4721-521200	Uniforms	\$1,000.00	

Reason for Budget Revision: To move funds to cover expenses.

Department: Recreation

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-6120-512600	Salaries & Wages P/T		\$700.00
10-6120-533000	Electrical	\$700.00	

Reason for Budget Revision: To move funds to cover expenses.

Department: Water Department

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-7140-533000 MIL	Electrical (Millpond)		\$3,000.00
30-7140-533000 KER	Electrical (Kershaw)	\$3,000.00	

Reason for Budget Revision: To move funds to cover expenses.

Department: Medical Examiner

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated	\$6,400.00	
10-4360-519000	Professional Services (Medical Examiner)	\$6,400.00	

Reason for Budget Revision: To move funds to cover expenses.

Department: Sheriff

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4310-519000	Professional Services		\$588.00
10-4310-529000	Departmental Supplies		\$ 60.06
10-4310-529000 MAJ	Departmental Supplies (Major)		\$812.93
10-4310-535200	M & R Equipment		\$476.00
10-4310-537000	Advertising		\$250.00
10-4310-549901	Miscellaneous		\$500.00
10-4310-532000	Telephone	\$2,686.99	

Reason for Budget Revision: To move funds to cover expenses.

Department: Sheriff/Jail/Dispatch

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated		\$2,839.62
10-4320-521200	Uniforms	\$2,479.32	
10-4310-521200	Uniforms	\$ 312.30	
10-4321-521200	Uniforms	\$ 48.00	

Reason for Budget Revision: To move funds to cover additional 12 months uniform expenses with Uniforms Plus-Goldsboro.

Department: Sheriff

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0213-434328	Controlled Substance-Restricted	\$2,531.21	
10-4310-539801	Controlled Substance Expenses	\$2,531.21	

Reason for Budget Revision: To recognize controlled substance revenue and increase associated expenditure line item.

Department: Health

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5110-512100	Salaries & Wages		\$12,100.00
10-5110-518100	FICA		\$ 250.00
10-5110-518101	Medicare Expense		\$ 40.00
10-5110-518200	Retirement Expense		\$ 1,810.00
10-5110-518300	Group Insurance	\$1,450.00	
10-5127-512100	Salaries & Wages	\$2,000.00	
10-5151-512100 OS	Salaries & Wages		\$11,200.00
10-5151-518100 OS	FICA		\$ 600.00
10-5151-518101 OS	Medicare Expense		\$ 125.00
10-5151-518200 OS	Retirement Expense		\$ 425.00
10-5151-518300 OS	Group Insurance		\$ 850.00
10-5160-518300	Group Insurance	\$ 250.00	
10-5163-512100	Salaries & Wages	\$1,700.00	
10-5163-518100	FICA	\$ 100.00	
10-5163-518101	Medicare Expense	\$ 25.00	
10-5163-518200	Retirement Expense	\$ 125.00	
10-5163-518200 PMH	Retirement Expense	\$ 35.00	
10-5163-518300	Group Insurance	\$ 100.00	
10-5163-523900	Medical Supplies & Materials		\$ 50.00
10-5163-531000	Travel	\$ 71.56	
10-5163-531000 PMH	Travel		\$ 71.56
10-5163-533000	Electrical	\$ 50.00	
10-5164-512100	Salaries & Wages	\$6,000.00	
10-5164-518100	FICA	\$ 500.00	
10-5164-518101	Medicare Expense	\$ 100.00	
10-5164-518200	Retirement Expense	\$ 300.00	
10-5167-512100	Salaries & Wages	\$ 500.00	
10-5168-512100	Salaries & Wages	\$2,000.00	
10-5168-518100	FICA	\$ 50.00	
10-5168-518200	Retirement Expense	\$ 125.00	
10-5169-512100	Salaries & Wages	\$ 3,500.00	
10-5169-518100	FICA	\$ 200.00	
10-5169-518101	Medicare Expense	\$ 40.00	
10-5169-518200	Retirement Expense	\$ 200.00	
10-5169-518300	Group Insurance	\$ 500.00	
10-5170-512100	Salaries & Wages	\$ 200.00	
10-5180-512100	Salaries & Wages	\$13,500.00	
10-5180-518100	FICA	\$ 125.00	
10-5180-518101	Medicare Expense	\$ 50.00	
10-5180-518200	Retirement Expense	\$ 850.00	
10-5180-518600	Workers Comp.	\$ 1,300.00	
10-5180-529000	Departmental Supplies		\$3,425.00
10-5191-512100	Salaries & Wages		\$5,000.00

Reason for Budget Revision: To move funds to cover the remaining payrolls in the fiscal year.

BE IT RESOLVED, the following budget amendments are hereby approved.

Department: Sheriff/Jail/Dispatch

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated		\$2,839.62
10-4320-521200	Uniforms	\$2,479.32	
10-4310-521200	Uniforms	\$ 312.30	
10-4321-521200	Uniforms	\$ 48.00	

Reason for Budget Revision: To move funds to cover additional 12 months uniform expenses with Uniforms Plus-Goldsboro.

Department: Planning

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0213-430031(REDC)	Rural Economic Dev. Center	\$5,000.00	
10-4920-500013	Rural EDC Grant	\$5,000.00	

Reason for Budget Revision: To recognize revenue from the Rural Economic Development Center.

Department: DSS

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FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5310-529000	Departmental Supplies	\$ 40.00	
10-5550-518600	HCCBG-Workers Comp.	\$ 350.00	
10-5382-500000	Medicaid Transportation	\$4,000.00	
10-5470-500000	Adoption Assistance	\$ 700.00	
10-5441-500000	IV-E Foster Care		\$5,090.00

Reason for Budget Revision: To adjust the budget to reflect actual spending.

BE IT RESOLVED, the request from County Manager Tim Buck to negotiate with a qualified engineering firm and sign contract for the relocation of Highway 304 water lines in Mesic is hereby approved. Costs are not to exceed \$10,000.

BE IT FURTHER RESOLVED, the following Mini Brooks act resolution was hereby approved.

**PAMLICO COUNTY
RESOLUTION PURSUANT TO
N.C.Gen.Stat. §143-64.32**

WHEREAS, N.C.Gen.Stat. §143-64.31 requires the selection of firms to perform architectural, engineering, and surveying services by a County to be without regard to fee, after public announcement of such services; and,

WHEREAS, Pamlico County ("County") proposes to enter into an engineering service contract for design and construction management of Water Line Relocation Project at the Western Mesic Town Line; and,

WHEREAS, the amount of professional fees under the proposed Service Contract is estimated to be less than Fifty Thousand and No/100 Dollars (\$50,000.00); and,

WHEREAS, N.C.Gen.Stat. §143-64.32 allows a County to exempt itself from the requirements of N.C.Gen.Stat. §143-64.31, when the amount of professional fees is estimated to be less than Fifty Thousand and No/100 Dollars (\$50,000.00); and,

WHEREAS, the County finds that it is in its best interest to exempt the proposed Service Contract from the provisions of G.S. §143-64.31.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF PAMLICO COUNTY RESOLVES:

Section 1. The above-described Service Contract is hereby made exempt from the provisions of G.S. §143-64.31 for the reasons stated in this resolution.

Section 2. This resolution shall be effective upon adoption.

Adopted the 15th day of June 2015

BE IT RESOLVED, the request from Sheriff Chris Davis to remit the payoff amount of \$13,045 to the lien holder of a seized Silverado pickup is hereby approved. Funds will come from Fiscal Year 2015-2016 Sheriff's Budget.

BE IT RESOLVED, the amended Pamlico County CDBG Fair Housing Plan Update is hereby approved.

BE IT RESOLVED, the request to reappoint Ms. Ernestine Mattocks to the Pamlico Community College Board of Trustees is hereby approved.

BE IT RESOLVED, the request from Senior Services Director Violet Ollison to reappoint Eastern Carolina Council Area Agency on Aging as the led agency for Fiscal Year 2015-2016 is hereby approved.

BE IT RESOLVED, the request to reappoint Ms. Florence Daniels to the Eastern Carolina Regional Housing Authority is hereby approved.

BE IT RESOLVED, the request to increase the property and liability insurance deductible to \$2,500 is hereby approved.

The Board then turned their attention to the Correspondence Agenda.

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

BE IT RESOLVED, the bid for congregated home delivered meals contingent upon review of the contract is hereby approved.

BE IT FURTHER RESOLVED, the County Manager and Finance Officer are hereby approved to sign said contract.

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

BE IT RESOLVED, that Commissioner Christine Mele will replace Commissioner Kenny Heath on the Water Committee.

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

BE IT RESOLVED, that Commissioner Kenny Heath will replace Commissioner Carl Ollison on the Health Board.

A motion was made by Commissioner Christine Mele and seconded by Commissioner Paul Delamar to replace Mr. Jason Hannah on the Workforce Development Board. This request was **tabled** due to no applicants.

A motion was made by Commissioner Kenny Heath and seconded by Commissioner Paul Delamar to go into closed session to discuss a personnel matter in accordance to G.S.143.318.11.(a)5.

A motion was made by Commissioner Ed Riggs and seconded by Commissioner Paul Delamar, to go back into open session.

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

BE IT RESOLVED, the County Manager is authorized to negotiate and make a salary offer with a six percent (6%) increase at the end of the probation period to an Assistant Register of Deeds applicant.

There being no further business on a motion made by Commissioner Paul Delamar and seconded by Commissioner Kenny Heath, the Board adjourned until Monday July 6, 2015 at 7:00.

Chairman

Clerk of the Board