

**REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY AUGUST 3, 2015**

The Pamlico County Board of Commissioners met in regular session on Monday August 3, 2015 at 7:00 p.m. All Commissioners were present . Also present were Attorney Dave Baxter, County Manager Tim Buck, and Finance Officer Bill Fentress. Clerk to the Board Kathy P. Cayton was absent due to illness.

Chairman Pat Prescott called the meeting to order, led the assemblage in a moment of silence and the Pledge of Allegiance.

Chairman Pat Prescott asked if there were any corrections, additions and/or deletions to the regular and closed session minutes of the July 20, 2015 meeting. There being none on a motion made by Commissioner Christine Mele and seconded by Commissioner Kenny Heath, the following resolution was unanimously approved.

BE IT RESOLVED, the regular and closed session minutes of the July 20, 2015 meeting are hereby approved and the Chairman's signature is authorized thereon.

Chairman Pat Prescott asked if there were any additions and/or deletions to the agenda. There was 1 (one). On a motion made by Chairman Pat Prescott and seconded by Commissioner Kenny Heath, the Board unanimously agreed to the addition of funding allocation for Senior Services.

There were 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 joint resolution for the County's Enhanced/Voluntary Agricultural District Ordinance between the County and Town of Bayboro and for the County to administer the program is hereby approved.

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

Name	Year	Tax/Ticket	Reason	Amount
Midgette, Lahodna	2012	7072160/6502905	DMV Release	\$ 10.64
Morris, Alief	2012	7071595/6492430	DMV Release	\$ 88.87
Carrere, Brandon	2012	7063767/6490802	DMV Release	\$ 22.55
Hughes, Crystal	2012	7071595/6463255	DMV Release	\$ 18.02
Davis, Laquanna	2013	0038919/6503688	DMV Release	\$ 61.06
Smith, Sandra	2011	7071595/6457719	DMV Release	\$ 1.07
Willis, Patricia	2011	0035629/6458534	DMV Release	\$ 7.22
Mills, Ashley	2009	31959/6306751	DMV Release	\$ 28.37
Webb, Kenneth	08-14	19567/6543749	Boat not in PC	\$ 7,791.49

Whitney, Preston	09-11	6006000/6444120/21	Taxpayer died	\$ 6.36
Duke Energy	2014	2/6544151	State Utilities Property	\$ 1,955.98
Jordan, Larry	10-13	19703/6514485	Double Listed	\$ 1,051.47
Kelley, Richard	2014	0037757/6538829	Boat sold	\$ 608.13
Williams, Lynn	10-13	34441/6538121	MH sold	\$ 165.83
Ryan, Kevin	11-14	0036592/6538528	No longer in County	\$ 162.15
Sheppard, John	10-14	27881/6553434	No longer in County	\$ 191.22
Howell, Charles	07-14	19573/6543752	MH no longer exist	\$ 40.65
Broyal, James	11-14	33997/6538017	Taxpayer died	\$ 77.46
Howell, Charles	07-14	19573/6543752	MH no longer exist	\$ 40.65
Powell, Daniel	11-14	4420500/6558764	No longer in County	\$ 62.01
Haynes, Harold	08-14	19490/6543676	No longer in County	\$ 3,958.78

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

Department: DSS (Duke Energy LIGP)

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 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated		\$10,660.28
10-0400-435471	Duke Energy LIGP	\$10,660.28	

Reason for Budget Revision: To reallocate funds that rolled into Fund Balance from FY 14-15.

Department: Cooperative Extension

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated	\$6,495.57	
10-0226-438330	Young Farmers Account	\$6,495.57	

Reason for Budget Revision: To reallocate funds that rolled into Fund Balance from FY 14-15.

Department: E911

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
47-4326-555000	Capital Outlay	\$5,000.00	
47-0000-439900	Fund Balance Appropriated	\$5,000.00	

Reason for Budget Revision: To cover approved E911 purchases.

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 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5174-512100	Salaries & Wages	\$5,025.00	
10-5174-518100	FICA Expense	\$ 312.00	
10-5174-518101	Medicare Expense	\$ 73.00	
10-5174-518200	Retirement Expense	\$ 341.00	
10-5174-518300	Group Insurance	\$ 843.00	
10-5174-519900	Contracted Services	\$ 50.00	
10-5174-525100	Auto Supplies	\$ 150.00	
10-5174-532000	Telephone	\$ 420.00	
10-5174-531000	Travel	\$ 786.00	
10-5167-512100	Salaries & Wages		\$3,000.00
10-5167-518100	FICA Expense		\$ 186.00
10-5167-518101	Medicare Expense		\$ 44.00
10-5167-518200	Retirement Expense		\$ 203.00
10-5167-518300	Group Insurance		\$ 501.00
10-5168-512100	Salaries & Wages		\$2,000.00
10-5168-518100	FICA Expense		\$ 124.00
10-5168-518101	Medicare Expense		\$ 29.00
10-5168-518200	Retirement Expense		\$ 136.00
10-5168-518300	Group Insurance		\$ 335.00
10-5169-512100	Salaries & Wages		\$ 25.00
10-5169-518100	FICA Expense		\$ 2.00
10-5169-518200	Retirement Expense		\$ 2.00
10-5169-518300	Group Insurance		\$ 7.00
10-0000-439900	Fund Balance Appropriation		\$6,594.00
10-0211-435167	Breastfeeding Peer Counselor	\$8,000.00	

Reason for Budget Revision: To recognize grant monies received for WIC Breastfeeding Peer Counselor Program and increase expenditures for that program.

BE IT RESOLVED, the following salary adjustments for the Sheriff's Department are hereby approved.

Brandon Carrere \$25,994
Scott Folsom \$27,203
Teresa Taylor \$26,680

BE IT RESOLVED, the Senior Services Home and Community Care Block Grant for FY 2015-2016 is hereby approved.

BE IT FURTHER RESOLVED, the County Manager and Finance Officer are hereby approved to process any budget amendments or line item transfers necessary to post the budget.

The Board then turned their attention to the Correspondence Agenda.

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

BE IT RESOLVED, the following bids for the rehabilitation of existing homes for Mr. Charles Thomas, Ms. Marie Smith and Ms. Geneva Gibbs in the 2012 CDBG SS Project are hereby approved. The County Manager and Finance Officer are hereby authorized to execute necessary documents.

- **Holland Construction to provide rehabilitation repairs for Ms. Gibb's project at a cost of \$1,500.**
- **Holland Construction to provide Ms. Smith's project at a cost of \$37,140.**
- **Holland Construction to provide Mr. Thomas' project at a cost of \$7,940**

BE IT FURTHER RESOLVED, that change orders number one (1) for Ms. Smith and Mr. Thomas reducing their contract prices to \$30,000 and \$5,000 respectively are hereby approved. These changes are needed to stay within the allocated budget.

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

BE IT RESOLVED, the following bids for demolition and clearance of existing houses and lots for Mr. James Earl Moore and Mr. Clifton Badger are hereby approved.

- **Rick Bostic Construction is hereby approved to provide demolition and clearance services for Mr. Moore's project at a cost of \$4,993.**
- **Rick Bostic Construction is hereby approved to provide demolition and clearance for Mr. Badger's project at a cost of \$5,874.**

BE IT FURTHER RESOLVED, that the County Manager and Finance Officer to hereby authorized to execute necessary documents.

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

BE IT RESOLVED, the following bids for Mr. James Earl Moore and Mr. Clifton Badger for replacement housing in the 2009 CR CDBG Project is hereby approved.

- **Atlantic Housing to provide a house for Mr. Moore at a cost of \$80,275.**
- **Atlantic Housing to provide a house for Mr. Badger at a cost of \$79,375.**

BE IT FURTHER RESOLVED, the County Manager and Finance Officer are hereby approved to execute necessary documents.

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

BE IT RESOLVED, the following changes orders to the HMGP Elevation Grant Number 4019-031 are hereby approved.

- 1- **Broderick, 1935 Lowland Rd: Amount- \$1,850. Required to replace siding. The band had deterioration and could not be seen until the house was elevated. The deterioration required a tie in further up the structure that required removal of the siding.**
- 2- **Leary, 5190 Lowland Rd.: Amount: \$4,924. Change order 1: When mucking out, the engineer determined that additional stone was needed to secure the footing. Change order 2: The band had deterioration and could not be seen until the house was elevated. The deterioration required a tie in further up the structure that required removal of the siding.**
- 3- **Harris, 1025 Pirate Cove Circle: Amount: \$16,000. Engineer indicated that he made an error in design. There was duct work in crawl space and attic and he assumed that ducts in crawl space would be abandoned. This was not the case; therefore the additional height is needed to give proper free board for the duct work.**

On a motion made by Commissioner Christine Mele and seconded by Commissioner Ann Holton, the following was unanimously approved.

BE IT RESOLVED, that Commissioner Kenny Heath has resigned from the Down East RPO as an alternate member. Board Members agreed that an alternate member on the Down East RPO is not necessary.

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

BE IT RESOLVED, that Chairman Pat Prescott will be the voting delegate for the Annual NCACC Conference.

There being no further business on a motion made by Commissioner Paul Delamar and seconded by Commissioner Christine Mele, the Board adjourned until Monday August 17, 2015 at 7:00 p.m.

Chairman

Clerk to the Board