

REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS

MONDAY NOVEMBER 2, 2015

The Pamlico County Board of Commissioners met in regular session on Monday November 2, 2015 at 7:00 p.m. in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present. Also present were Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, Clerk to the Board Kathy P. Cayton, and Incumbent Clerk to the Board Courtney L. Norfleet.

Chairman Pat Prescott called the meeting to order.

Chairman Pat Prescott led the assemblage in a moment of silence and 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 October 19, 2015 meeting. There being none, on a motion made by Commissioner Ann Holton and seconded by Commissioner Paul Delamar, the following resolution was unanimously approved.

BE IT RESOLVED, the regular and closed session minutes of the Monday October 19, 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 were two (2). On a motion made by Commissioner Kenny Heath and seconded by Commissioner Ed Riggs, the following additions were approved.

- One (1) Budget Amendment
- Approval of Authorization of Dispatch Hire Rate

Chairman Pat Prescott asked if there were any members of the Public to speak during Public Comment Period. There were two (2).

1. Dennis Sawyer: Mr. Sawyer is the Administrative Director for Arapahoe Charter School. Mr. Sawyer rearticulated the importance of Arapahoe Charter School receiving \$10,425 to pay the Water Department Capital Reserve Fees. Those funds could purchase 100 graphing calculators, 50 computer tablets, and numerous library books.
2. Larry Summers: Mr. Summers came before the Board with an update about the Abandoned Boat Project.

The Board then turned their attention to the Consent Agenda.

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

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

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 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4120-512100	Salaries & Wages	\$4,500.00	
10-4140-512100	Salaries & Wages		\$4,500.00

Reason for Budget Revision: To move funds to cover the Administrative Assistant position in the County Manager's office.

Department: Emergency Management/Inspections

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
10-4330-518100	FICA Expense	\$ 200.00	
10-4330-518101	Medicare Expense	\$ 50.00	
10-4330-518200	Retirement	\$ 270.00	
10-4330-518300	Insurance	\$2,150.00	
10-4350-518100	FICA Expense	\$ 200.00	
10-4350-518101	Medicare Expense	\$ 50.00	
10-4350-518200	Retirement	\$ 270.00	
10-4350-518300	Insurance	\$2,150.00	
10-0000-439900	Fund Balance Appropriated	\$5,340.00	
47-4326-518100	FICA Expense		\$ 400.00
47-4326-518101	Medicare Expense		\$ 100.00
47-4326-518200	Retirement		\$ 540.00
47-4326-518300	Insurance		\$ 4,300.00
47-0000-439900	Fund Balance Appropriated		\$ 5,340.00

Reason for Budget Revision: To transfer budget to Emergency Management and Inspections from E911 per E911 regulations.

Department: Non-Departmental

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	\$700.33	
10-6600-549901 JOAQ	Miscellaneous Expense	\$700.33	

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

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 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4180-531000	Travel	\$500.00	
10-4180-512100	Salaries & Wages		\$500.00

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

Department: Dispatch

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
10-4321-512100	Salaries & Wages		\$2,000.00
10-4321-512200	Overtime	\$2,000.00	

Reason for Budget Revision: To move funds to cover anticipated deficit.

Department: Sheriff's Department

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
10-0213-434328	Controlled Substance	\$3,245.29	
10-4310-539801	Controlled Substance Expenses	\$3,245.29	

Reason for Budget Revision: To recognize controlled substance revenue received 10/28/15 and increase associated expenditure line.

BE IT RESOLVED, the following JCPC Membership List is hereby approved.

2015-2016 Pamlico County JCPC Members

Name	Agency/Role	Telephone	Email
Debbie Green	DSS Designee		dgreen@pamlicodss.net
Bryan Harris	Health Designee		bryan.harris@pamlicocounty.org
Dennis Sawyer	Non-Profit		Dennis.sawyer@arapahoecharter.org
Garry Cooper	Rec. Dept		Garry.cooper@pamlicocounty.org
Dwayne Moore	Police		
Henry Rice	Superintendent Designee		henryrice@pamlicoschools.org
Haley Salmons	PCHS Student		
June Hardison	Community		junehardison@pamlicoschools.org
Laura Bell	ADA		Laura.bell@nccourts.org
Mary Mallard	DJJDP		Mary.mallard@djjdp.nc.gov
Larry Langson	Judge Designee		Larry.langson@nccourts.org
Scott Fitzgerald	Faith		chaplainfitzgerald@gmail.com
Steve Hollowell	Clerk of Court		Steven.hollowell@nccourts.org

Tim Buck	County Manager		Tim.buck@pamlicocounty.org
Shelia Stansberry	Mental Health/DSS		sstansberry@pamlicodss.net
Wade Sawyer	Sheriff's Dept		wadesawyer@pamlicoschools.org
Paul Delamar, III	Commissioner/juvenile attorney/Business		paul@delamarlaw.com
Amy Bryant	AMH/DD/SA Designee		abryant@ecbhlme.org
Ryan Roberson	DJJDP		Ryan.roberson@ncdps.gov
	S/A Professional		
Jesse Riggs	JCPC Regional Consultant - DJJDP		Jesse.riggs@ncdps.gov

*19 voting members

BE IT RESOLVED, the Senior Center Multi Purpose Funds are hereby approved in the amount of \$11,400 with the required match of \$3,800.

BE IT RESOLVED, Ms. Courtney Norfleet is hereby appointed as Clerk to the Board.

BE IT RESOLVED, the following resolution is hereby approved.

RESOLUTION SUPPORTING PAMLICO SOIL AND WATER CONSERVATION DISTRICT'S EFFORT TO CLEAR DEBRIS FROM PAMLICO COUNTY WATERWAYS

Whereas, Hurricane Irene and other tropical storm events deposited debris in numerous creeks and streams within the boundary of Pamlico County; and

Whereas, debris deposited in streams and creeks may block the natural flow of water and cause erosion and flooding to adjacent properties; and

Whereas, Pamlico Soil and Water Conservation District (PSWCD) received grants to remove storm debris from creeks and streams in Pamlico County; and

Whereas, by utilizing grant funding, PSWCD successfully cleared debris from various creeks and streams in Pamlico County; and

Whereas, prior grant funding was not adequate to clear all waterways of debris; additional funding is needed to complete the job.

Now therefore be it resolved, the Pamlico County Board of Commissioners supported PSWCD's past efforts to remove storm debris from creeks and streams in Pamlico County.

Be it further resolved, the Pamlico County Board of Commissioners supports PSWCD's application to the Duke Energy Water Resource Fund for grant funding to remove debris from the Upper Broad Creek in Pamlico County.

Adopted this the 2nd day of November 2015.

BE IT RESOLVED, the Proclamation of 50 Years of Head Start is hereby approved.

COASTAL COMMUNITY ACTION, INC.

HEAD START 50th ANNIVERSARY

2015

BY THE PAMLICO COUNTY BOARD OF COMMISSIONERS

A PROCLAMATION

WHEREAS, since 1965 Head Start has been providing funding to local nonprofits from the United States Department of Health and Human Services Administration for Children and Families to sponsor programs responsible for programmatic, administrative and fiscal oversight in the delivery of comprehensive services to meet the needs of eligible children birth to age 5, their families and their communities; and

WHEREAS, Head Start was first introduced under legislation of the Economic Opportunity Act of 1964, by which President Lyndon B. Johnson declared the national "War on Poverty" created to expand resources and services in low-income communities, and to eliminate barriers that block the achievement of economic independence; and

WHEREAS, over the course of 50 years, thousands of children birth to age 5 have received early childhood education and development, health, social-emotional, dental and nutrition services and support, in preparation for school readiness in Carteret, Craven, Jones and Pamlico Counties under the umbrella of Coastal Progress (1965-1979), and Coastal Community Action, Inc. (1980-Present); and

WHEREAS, in addition to early childhood education and other comprehensive services to children for school readiness, Head Start provides a variety of opportunities for parents to serve as leaders in program governance, volunteer in classrooms, gain training and knowledge for employment, increase life skills, and participate in the planning and development of all program requirements set forth in the Head Start Performance Standards; and

WHEREAS, parent engagement activities also include male involvement initiatives designed to strengthen father-child relationships, improve the overall well-being of children, and to empower males to be responsible fathers, leaders in their families and positive role models in their communities; and

WHEREAS, Coastal Community Action, Inc., Family and Children's Services Program maintains enrollment of 617 children in Head Start, and 142 in Early Head Start on an annual basis, providing child development center-based and home-based services, achieving outcomes that show an increase in early childhood learning, cognitive and social skills in the long-term establishment of academic success, family development services and community support; and

WHEREAS, the County of Pamlico, North Carolina recognizes the accomplishments of Coastal Community Action, Inc. and the efforts of the agency aligned with the Community Action Promise by providing hope, improving the quality of life for families and children, and strengthening communities; and

WHEREAS, the County of Pamlico, North Carolina salutes Coastal Community Action, Inc. in celebration of 50 Years of successfully providing services for Head Start children; and

NOW, THEREFORE, I, PAT PRESCOTT, Chairman of the Pamlico County Board of Commissioners, do hereby proclaim the 50th Anniversary of Head Start at Coastal Community Action, Inc., October 2015 in Newport, North Carolina, and commend its observance to all citizens; and

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of Pamlico County, North Carolina at the this 2nd day of November 2015, and of the Independence of the United States of America the two hundred and thirty-ninth.

BE IT RESOLVED, that Pamlico County will sponsor and accept liability for the Pamlico County Veteran's Day Parade to be held on November 7th, 2015.

BE IT RESOLVED, the County Manager is authorized to approve up to \$4,500 above the current hire rate for Dispatchers.

The Board then turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Ed Riggs and seconded by Commissioner Christine Mele, the request to rescind the resolution approved on September 21, 2015 to give the Arapahoe Charter School \$10,425 from the general fund **failed** for lack of a majority vote. Commissioners Ollison, Heath, Delamar, and Prescott cast dissenting votes.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Kenny Heath, the following resolution was passed by majority vote. Commissioners Holton, Mele, and Riggs cast dissenting votes.

BE IT RESOLVED, in lieu of paying the Arapahoe Charter School \$10,425 for the Capital Reserve Fee associated with their new building the Capital Reserve Fee is hereby waived.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Kenny Heath, the following resolution was passed by majority vote. Commissioners Holton, Mele, and Riggs cast dissenting votes.

BE IT RESOLVED, to exempt public buildings owned by Pamlico County or buildings and land owned by a public school are hereby exempt from paying Pamlico County Water Capital Reserve Fees.

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

BE IT RESOLVED, the Water Committee implementation of crediting Capital Reserve Fees where an existing meter is being upgraded is hereby approved.

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

BE IT RESOLVED, that Mr. Harold Stephenson is to be refunded \$20,157.50 for extending the water line down Orchard Creek Road.

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

BE IT RESOLVED, Commissioner Carl Ollison was hereby recused from voting due to a conflict of interest on the Approval of Bid for Phase III, HMGP Elevation Project.

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

BE IT RESOLVED, the following bids are hereby approved.

1. **Unit # 10 – Carpenter: Awarded to Jeffrey Thompson Construction, for \$120,418.**
2. **Unit # 13 – Credle: Awarded to J.E. Dillahunt and Associates, Inc., for \$71,000.**
3. **Unit # 31 – Leary: Awarded to Gilbert Everett Builders, for \$103,320.**
4. **Unit # 40 – Ollison: Awarded to IMEC Group, LLC, for \$131,890.**
5. **Units # 21/29 – Ireland/Lewis: Awarded to J.E. Dillahunt and Associates, INC., for \$179,500.**
6. **Units # 28/30 – Lewis/Leary: Awarded to Gilbert Everett Builders, for \$174,240.**

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

BE IT RESOLVED, the quote from Scott Plumbing in the amount of \$4,110 is hereby approved for replacing the heat pump at the Senior Center.

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

BE IT RESOLVED, Commissioner Paul Delamar will replace Commissioner Kenny Heath on the Pamlico Community College Board of Trustees.

There being no further business on a motion made by Commissioner Kenny Heath and seconded by Commissioner Paul Delamar, the Board adjourned until Monday, November 16, 2015 at 7:00 p.m.

Chairman

Clerk to the Board