

REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS

MONDAY, APRIL 18, 2016

The Pamlico County Board of Commissioners met in regular session on Monday, April 18, 2016 at 7:00 p.m. in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioners Christine Mele and Ann Holton. Also present were Attorney Jim Hicks, County Manager Tim Buck, County Finance Officer Bill Fentress, and Clerk to the Board Courtney L. Norfleet.

Chairman Pat Prescott called the meeting to order.

Chairman Pat Prescott asked if there were any corrections, additions, and/or deletions to the regular session and budget workshop minutes of the April 4, 2016 meetings. There being none, on a motion made by Commissioner Ed Riggs and seconded by Commissioner Kenny Heath, the following motion was unanimously approved.

BE IT RESOLVED, the regular session and budget workshop minutes of the April 4, 2016 meetings are hereby approved and the Chairman's signature authorized thereon.

Chairman Pat Prescott recognized Mr. Steve Player. Mr. Player updated the Board on the Cherry Point Regional Joint Land Use Study (CPR JLUS). The level of involvement of this study was phenomenal; with the Technical Advisory Committee/Policy Steering Committee (TAC/PSC), thirty (30) stakeholder interviews, and nearly 100 people participating. The guiding principles include the following; enable current and future military mission, promote and preserve economic development, create livability/quality of life enhancements, develop practical implementation strategies, and encourage regional collaboration. Mr. Player spoke about compatibility factors, some of which the community has impact on, such as land use, light pollution, farm land and forests; others the community has no impact on, such as noise, and smoke from prescribed burning. For the first time, the JLUS project used a computer simulation model to evaluate the impact of military mission. The TAC/PSC ranked issues by importance, the top three were to strengthen tall structures/wind turbine regulations, conduct infrastructure capacity analysis, and to establish "military influence planning districts" and adopt "dark sky" ordinances. The highest ranked issue, strengthen tall structures/wind turbine regulations, is very important to the Office of Economic Adjustment and also to Cherry Point. For more information, you may go to the website www.cherrypointilus.com.

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

BE IT RESOLVED, the Pamlico County Board of Commissioners will endorse the broad outline of the Cherry Point Regional Joint Land Use Study Program, but won't commit to conforming to any regulations outlined in the study.

Chairman Pat Prescott recognized Ms. Katherine Clowers who in turn recognized Mr. Ben Bowditch, Chairman of the Pamlico County Library Board of Trustees and Chairman of the Craven-Pamlico-Carteret Regional Library Board of Trustees. Mr. Bowditch introduced Ms. Susan Simpson, CPCRL Director. Ms. Simpson stated that Public Libraries are authorized by state law and that there are eighty-one (81) Public Libraries in North Carolina, which are categorized as County, Municipal, or Regional. The Regional Library System was formed in the 1960s when surrounding counties came together to form a Regional System. There are several advantages of a Regional Library System that include resource sharing, purchasing power, support and staff development, grants-federal and state, and interlibrary loans. There are ten (10) public libraries in the Craven-Pamlico-Carteret Regional Library System. Each public library has its own budget, in which County appropriations are the most important source of funding. Local libraries also depend on Municipal appropriations, fines and fees, gifts and donations, and grants. From 1948 to 1964, Pamlico County Library services were provided by Bookmobile out of New Bern and a deposit collection at the Woman's Club House in Oriental. January 23, 1964, the library was established in the old law building in Bayboro. In 1975, the library was relocated to the Register of Deeds Building. In 1978, a joint public/school library was established in the new high school building. Current challenges the Pamlico County Library faces are the need for one additional part time employee to meet the needs of the library's current operating hours, the original 1978 Agreement establishing the combined public/high school library needs review, revision, and renewed commitment by all parties, and future needs of the high school library for dedicated space within the facility will impact public library operations. Friends of the Pamlico County Public Library most importantly advocate for the library in the community, they conduct fund-raisers to provide equipment, services or materials not covered in the library's operating budget, and they also work with Friends of Libraries groups to support public libraries in our region and throughout the state.

Mr. Ben Bowditch then came before the Board to inform the Board Members that the Library is in the literacy business, it offers reading classes for all ages, and computers/internet for those currently without a computer or internet at home. As a member of a Regional Library System, there is access to nine (9) other libraries. Friends of the Library offers lots of support to Pamlico County Library; they raised \$47,000 in the last four (4) years. The Friends of the Library have challenged the County of Pamlico to allocate \$7,000 per year to work on updating furniture and fixtures until it is all updated.

Chairman Pat Prescott asked if there were any additions and/or deletions to the agenda. There were none.

Chairman Pat Prescott asked if there were any members of the Public to speak during Public Comment Period. There was one (1).

1. Ms. Roberta Jones, President of Pamlico County Friends of the Library: Ms. Jones stated that the Library maintains a friendly atmosphere, and stated that staff spends as much time with everyone who comes into the Library as is needed. She reminded the Board that increased funding is necessary to continue the hours of operation, also that additional staff is pertinent.

The Board then turned their attention to the Consent Agenda.

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

BE IT RESOLVED, the following Tax Reliefs and Releases are hereby approved.

Name:	Year	Tax/Ticket	Reason	Amount
Ronda Baker	2012	6461159	Plates returned to DMV	\$ 20.06
William or Cynthia Ista	12-13	6478102/6522725	Clerical error in Square Footage	
William or Cynthia Ista	14-15	6551819/6578111	Clerical error in Square Footage	\$809.24
Wilmore Scott	13-14	6514597/6543993	Boat sold 2012/bill of sale on file	\$494.79
Charles Basingame	12-13	6464128/6509169	Double listed with account 19547	
Charles Basingame	14-15	6538629/6565111	Double listed with account 19547	\$509.19
Marie Credle	12-13	6464768/6510100	Error in Acreage due to portion	
Marie Credle	14-15	6539789/6566618	in road r/w Parcel ID# H031-33	\$ 29.40
Marie Credle	12-13	6590908/6510099	Error in Acreage due to portion	
Marie Credle	14-15	6539788/6566617	in road r/w Parcel ID# H031-32	\$ 26.44
Jesse Rice	14-15	6542911/6569624	Clerical Error- M.H. hookup removed	\$108.88
Richard Giles	13-14	6509316/6538773/	Boat Sold/ No longer in County	
	2015	6565234	per listing	\$364.36
Cecilia O'Brian & Preston Parsons	2015	6590760	Correction for Present Use Value requested on property	\$ 30.00

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

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 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4320-518200	Retirement		\$5,000.00
10-4320-518500	Unemployment Insurance Benefit	\$5,000.00	

Reason for Budget Revision: To move funds to cover unemployment charges.

Department: DSS

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5550-519900	Contracted Services	\$1,000.00	
10-5550-531000	Travel		\$1,000.00

Reason for Budget Revision: To reflect actual spending pattern.

Department: Hazardous Material Emergency Grant

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0213-434348	Hazardous Material Emergency Grant	\$1,800.00	
10-4330-539500 HMEP	Training	\$1,800.00	

Reason for Budget Revision: To set up budget for Hazardous Material Emergency Grant (NCDPS).

Department: Water Department

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FISCAL YEAR 2015-2016

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

Reason for Budget Revision: To move funds to cover an emergency repair to water main at Orchard Creek in Pamlico.

Department: Health Department

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5110-519900	Contracted Services		\$1,000.00
10-5110-529000	Departmental Supplies		\$1,000.00
10-5110-532000	Telephone		\$ 600.00
10-5110-549100	Dues & Subscriptions	\$2,600.00	

Reason for Budget Revision: To move funds to cover the required accreditation dues for NCALHD.

Department: Health Department

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5110-519900	Contracted Services		\$2,000.00
10-5110-529000	Departmental Supplies		\$1,000.00
10-5110-537000	Advertising		\$ 250.00
10-5110-545000	Insurance & Bonds		\$ 595.00
10-5110-523900	Medical Supplies & Materials	\$3,845.00	
10-5127-532001	Postage		\$ 400.00
10-5127-523900	Medical Supplies & Materials	\$ 400.00	

Reason for Budget Revision: To move funds to cover necessary rabies vaccine.

Department: Sheriff's Department

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0213-434324	Bullet Proof Vest Partnership	\$8,195.06	
10-4310-555000 BVP	Capital Outlay	\$8,195.06	

Reason for Budget Revision: To recognize revenue from BVP Grant and increase associated expenditure line.

Department: Jail

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4320-539500	Training		\$600.00
10-4320-521200	Uniforms		\$500.00
10-4320-529000	Departmental Supplies	\$1,100.00	

Reason for Budget Revision: To move funds to cover the cost of needed Detention Center supplies.

Department: JCPC

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5830-519900	Contracted Services		\$1,469.00
10-5833-500000	Expenditure	\$ 10.00	
10-5835-500000	Expenditure	\$1,459.00	

Reason for Budget Revision: To adjust budget due to JCPC revision.

BE IT RESOLVED, the request for approval of agreements for voluntary deductions and retirement health insurance premiums is hereby approved.

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

BE IT RESOLVED, the request to approve selecting SIA Group as the Primary Insurance Broker is hereby approved.

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

BE IT RESOLVED, the request to approve FY 16 Flood Mitigation Assistance Program is hereby approved.

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

BE IT RESOLVED, the request to approve bid for HMGP Project 4019-32 Asbestos Removal – 5328 Lowland Road, Lowland is hereby approved.

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

BE IT RESOLVED, the request to approve bid for HMGP Project 4019-32 Demolition – 5328 Lowland Road; 5212 Lowland Road, Lowland is hereby approved.

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

BE IT RESOLVED, the request to approve continued participation in the Beaver Management Program for FY 2016-17 is hereby approved.

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

BE IT RESOLVED, the request to approve a Budget Amendment for new Courthouse camera system is hereby approved.

Department: Maintenance

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FISCAL YEAR 2015-2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated		\$15,000.00
10-5000-555000	Capital Outlay	\$15,000.00	

Reason for Budget Revision: To move funds to cover the installation of the new security cameras in the courthouse.

There being no further business, on a motion made by Commissioner Paul Delamar and seconded by Commissioner Kenny Heath, the Board adjourned until Monday, May 2, 2016 at 7:00 p.m.

Chairman

Clerk to the Board

DRAFT