

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 7, 2017**

The Pamlico County Board of Commissioners met in regular session on Monday, August 7, 2017 at 7:00 pm in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with the exception of Chairman Paul Delamar. Also present were County Attorney Arey Grady, County Manager Tim Buck, and Clerk to the Board Courtney L. Norfleet.

Vice-Chairman Pat Prescott called the meeting to order.

Vice-Chairman Pat Prescott led the assemblage in a moment of silence and Pledge of Allegiance.

Vice-Chairman Pat Prescott asked if there were any corrections, additions, and/or deletions to the regular session minutes of the July 17, 2017 meeting. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Ed Riggs, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Monday, July 17, 2017 meeting are hereby approved and the Chairman's signature is authorized thereon.

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

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

1. Vernon Daniels, Jr. – Storm Preparation. Mr. Daniels asked the Board to put pressure on the State to clean ditches out before we get another Hurricane.

Chairman Paul Delamar entered.

2. Sherri Rettew – Hope Clinic. Ms. Rettew stated that the Hope Clinic gets Narcan for free and provides it to the Sheriff and EMS.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolutions were unanimously approved.

BE IT RESOLVED, the request for approval of Tax Reliefs and Releases are hereby approved.

Name:	Year	Tax/Ticket	Reason	Amount
Cody Ushry, Jr.	2016	6609674	Double Wide moved to Clinton, NC in June 2015 per moving permit #545	\$ 295.46
Olivier Theodore	2015	6565020	Transient-Lapse wildlife reg.	\$ 1606.87
Eric Rutt	12/13	6464328/6509346		
	14/15	6538800/6565257	At Triton Yacht for storage to sell	
	2016	6591718	sold in a couple of months	\$ 909.90
Loy Hagan	13/14	6509459/6538911	Boat not located in Pamlico County	
			Per listing form	\$ 288.59
Wayne Williams	2015	6565602/6565603		
	2015	6565604/6565605		
	2016	6592070	Boats moved to Wilmington May 2013	\$ 420.10
Wayne Williams	2016	6592071/6592072		
	2016	6592073		
	2017	6618985/86		
	2017	6618987/88	Boats moved to Wilmington May 2013	\$ 387.67
Jeanette Egerer	2017	6624323	No longer owns-sold to Rodney Brame in 2009	\$ 26.27
Anthony Matteo	2017	6619944/6619945	Boat located in New Jersey	\$ 216.26
Ted Morris	2017	6627528	Transfer Error-Combined with L071-34-2	\$ 293.22
Vernon Reason	2017	6629659	No longer owns Mobile Home	\$ 42.94
David Woodard	2017	6643049/6643050	Boat and Motor Salvaged after Mr. Woodard passed away	\$ 5.81
David Landrum	16/17	6592479/6619376	2016-BT listed in Craven Co. 2017- Boat was moved to Florida	\$ 153.70
Clarence Jones	2017	6633075	Boat located in Raleigh not Pamlico Co.	\$ 25.22
Richard Russell	2017	6618188	Has not owned for 3 years	\$ 2.06
Arthur Campbell	2017	6620181	Boat here only one month to be sold	\$ 290.94
Louis Mitchell	2017	6623273	Unable to locate	\$ 3.89
Harold Ellis	2017	669332	Boat not in County – Sold	\$ 181.15
Joseph Ernest	2017	6618602/6618603	Boat was never located in Pamlico Co.	\$ 1448.13
Theodore Waterman	2017	6627122	Boat was junked	\$ 37.82
Corey Hamilton	15/16	6565629/6592095		
	2017	6619008	Mobile Home was repossessed in 2014	\$ 675.08
Bobby Harris	2016	6599997 REFUND	House burned in 2015	\$ 39.27
Bobby Harris	2017	6627312	House burned in 2015	\$ 39.27
Don McKowan	13/14	6519308/6548540	Single Wide Mobile Home double listed as real estate	\$ 918.56
	15/16	6574954/6601410 REFUND	Single Wide Mobile Home double listed As real estate	\$ 232.94
Don McKowan	2017	6628741	As real estate	\$ 232.94
Kevin Norton	2017	6624526	No good address, Discovered 2008, no property, no vehicles	\$ 10.76
Scott Jaenecke	2017	6633986	Board of E&R reduction on neighboring slip of same size & location error in size & condition	\$ 160.10
Jesse Voliva	13/14	6531252/6560728 REFUND	Double Wide and Outbuildings set up on wrong parcel/Refund applied to correct parcel	
	15/16	6587399/6614196	(K032-17) due to value increase	\$ 3094.28
Jesse Voliva	2017	6642370	Double Wide & Outbuilding set up on wrong parcel	\$ 596.78
Jesse Voliva	13/14	6645357/6645356	Tax office applied garbage fee to incorrect parcel (K032-17) Should have only been on K032-16	\$ 444.00
	15/16	6645376/6645354		
	2017	6645353		
Robert Lynch	2017	6620105	Trailer not located in Pamlico Co.	\$ 3.28
Mark Wooters	16/17	6592990/6619854	Boat was listed in Forsyth County	\$ 851.50

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

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 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0213-434328	Controlled Substance-Restricted	\$447.19	
10-4310-539801	Controlled Substance Expenses	\$447.19	

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

Department: Health Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0211-435163	Child Health		\$ 100.00
10-5160-523900	Medical Supplies & Materials		\$ 100.00
10-0211-435164	Maternal Health		\$ 700.00
10-5163-523900	Medical Supplies & Materials		\$ 500.00
10-5163-529000	Departmental Supplies		\$ 200.00
10-0211-435152	Family Planning		\$10,282.00
10-5164-519900	Contracted Services		\$ 4,791.00
10-5164-523900	Medical Supplies & Materials		\$ 4,791.00
10-5164-529000	Departmental Supplies		\$ 200.00
10-5164-531000	Travel		\$ 500.00

Reason for Budget Revision: To reduce Healthy Mothers Healthy Children allocations for FY 17-18 to adhere to the Maternal and Child Health Block Grant plan approved by the General Assembly.

Department: DSS

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0212-435551	In Home Aide Services		\$28,418.00
10-0212-435520	Level III HCCBG Reimb.	\$33,009.00	
10-5373-519900 III	Contracted Services-Level III	\$10,209.00	
10-5550-519900	Contracted Services	\$ 2,940.00	
10-5550-548300	Chore Services IIIB		\$ 4,786.00
10-5550-518100	FICA Expenses		\$ 148.09
10-5550-518101	Medicare Expenses		\$ 35.17
10-0000-439900	Fund Balance Appropriated	\$ 3,588.74	

Reason for Budget Revision: To reflect actual funds received in Home and Community Care Block Grant.

Department: Recreation

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0228-436117	HHB Grant 17-013 Youth League	\$13,000.00	
10-6120-512600 17013	Salaries & Wages – P/T	\$ 2,500.00	
10-6120-518100 17103	FICA Expense	\$ 500.00	
10-6120-518101 17103	Medicare Expense	\$ 100.00	
10-6120-519900 17103	Contracted Services	\$ 3,000.00	
10-6120-529000 17103	Departmental Supplies	\$ 5,000.00	
10-6120-529002 17103	Scholarship Fund	\$ 1,900.00	

Reason for Budget Revision: To set up budget for new Harold H. Bate Grant 17013.

Department: Elections

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4170-529000	Departmental Supplies		\$710.00
10-4170-535200	M & R Equipment	\$710.00	

Reason for Budget Revision: To move funds to cover the Electronic Systems & Software hardware maintenance agreement for voting equipment.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0200-434307	Summer Camp	\$300.00	
10-4310-549912	Summer Camp Expense	\$300.00	

Reason for Budget Revision: To recognize revenue for Sheriff's Summer Camp and increase associated expenditure line.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriated	\$1,127.91	
10-4310-549912	Summer Camp Expense	\$1,127.91	

Reason for Budget Revision: To roll unused Summer Camp funds forward from last fiscal year.

Department: **Emergency Management**

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4330-512100	Salaries & Wages	\$1,827.00	
10-4330-512700	Longevity	\$ 28.00	
10-4330-518100	FICA Expense	\$ 118.00	
10-4330-518101	Medicare Expense	\$ 27.00	
10-4330-518200	Retirement	\$ 141.00	
10-4330-518600	Workers Comp.	\$ 83.00	
10-4330-555000	Capital Outlay		\$2,224.00

Reason for Budget Revision: To make up short fall in budgeted salary.

Department: **Water Department**

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-7140-519200	Professional Services	\$2,500.00	
30-7140-549100	Dues & Subscriptions		\$1,250.00
30-7140-535900	M & R Systems		\$ 500.00
30-7140-519500	Engineering Services		\$ 750.00

Reason for Budget Revision: To move funds to cover insurance deductible for Burton Farm Development Co. LLC.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4310-571004	Principal	\$17,500.00	
10-0000-439900	Fund Balance Appropriation	\$17,500.00	

Reason for Budget Revision: To move funds for the Sheriff Vehicle Debt Service.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4310-521200	Uniform Allowance	\$4,075.00	
10-0000-439900	Fund Balance Appropriation	\$4,075.00	

Reason for Budget Revision: To move funds needed for uniform allowance.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0213-434328	Controlled Substance-Restricted	\$3,467.55	
10-4310-539801	Controlled Substance Expenses	\$3,467.55	

Reason for Budget Revision: To roll unused Controlled Substance funds forward from last fiscal year.

BE IT RESOLVED, the request for approval of FY 2017-18 Home & Community Care Block Grant Allocations with a County match in the amount of \$18,738 is hereby approved.

BE IT RESOLVED, Jeff Sanders' request to work additional jobs and to provide CPR training is hereby approved.

BE IT RESOLVED, the request for approval of Essential Single-Family Rehabilitation Loan Pool – Disaster Recovery is hereby approved. The Board approved the Assistance Policy and the Procurement and Disbursement Policy.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert, the following resolutions were passed by majority vote with Commissioner Ann Holton casting a dissenting vote.

BE IT RESOLVED, the request for approval to purchase Emergency Management a new truck in the approximate amount of \$43,000.

BE IT FURTHER RELOVED, the following budget amendment is approved to facilitate the purchase:

Increase	Capital	104 330 555 000	\$43,000
Increase	Fund Balance Approp.	100 000 439 900	\$43,000

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Ann Holton, the following resolution was passed by majority vote with Commissioner Ed Riggs casting a dissenting vote.

BE IT RESOLVED, for Fiscal Year 2017-18 only, the County will pay each qualified employee (who is eligible for insurance) a stipend of \$150.00 to cover the \$25.00 per month employee premium for the 70/30 base plan that will be charged by the State Health Plan beginning January 1, 2018.

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

BE IT RESOLVED, the request for permission to apply for an Asset Inventory Assessment with a required match in the amount of \$22,500 is hereby approved.

Commissioner Carl Ollison made a motion to deny payment of Davenport Landing Home Owners Association (HOA) dues and to advertise to lease parcel I06-89-6 that failed due to lack of a second.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Ann Holton, the following resolution was passed by majority vote with Commissioner Carl Ollison casting a dissenting vote.

BE IT RESOLVED, County of Pamlico will hereby pay HOA dues to Davenport Landing HOA, Inc in the amount of \$750 for the years 2015, 2016, 2017.

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

BE IT RESOLVED, County of Pamlico will make an effort to lease parcel I06-89-6 contingent upon state law.

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

BE IT RESOLVED, the request for approval of the quote of \$29,497 from Tru-coat Inc to repair the roof of Pamlico County Water Department's office and to paint the exterior of the building is hereby approved.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Missy Baskervill, the following resolutions were passed by majority vote with Commissioner Carl Ollison casting a dissenting vote.

BE IT RESOLVED, the request for approval of Coastline Building Company for Design/Build Services related to Courthouse Crawl Space Repairs is hereby approved.

BE IT FURTHER RESOLVED, the quote of \$1,800 from Coastline Building Company to design doors for access to the interior sections of the Courthouse crawl space is hereby approved.

There being no further business, on a motion made by Commissioner Pat Prescott and seconded by Commissioner Candy Bohmert, the Board adjourned until Monday, August 21, 2017 at 7:00 pm.

Chairman

Clerk to the Board