

**REGULAR SESSION MINUTES OF THE  
PAMLICO COUNTY BOARD OF COMMISSIONERS  
MONDAY, DECEMBER 4, 2017**

The Pamlico County Board of Commissioners met in regular session on Monday, December 4, 2017 at 7:00 pm in the Patsy H. Sadler Room of The Pamlico County Courthouse. All Commissioners were present. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Courtney L. Norfleet.

Chairman Paul Delamar called the meeting to order.

Chairman Paul Delamar recognized Reverend Grady Simpson to lead the assemblage in prayer. Chairman Paul Delamar led the assemblage in the Pledge of Allegiance.

Chairman Paul Delamar asked if there were any corrections, additions, and/or deletions to the regular session minutes of the November 20, 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, December 4, 2017 meeting are hereby approved and the Chairman's signature is authorized thereon.**

Chairman Paul Delamar turned the meeting over to County Attorney Dave Baxter to conduct the election of Chairman and Vice-Chairman. Commissioner Pat Prescott nominated Commissioner Ed Riggs as Chairman and Commissioner Paul Delamar as Vice-Chairman. There were no other nominations. County Attorney Dave Baxter announced that Commissioner Ed Riggs would be Chairman and Commissioner Paul Delamar would be Vice-Chairman.

Chairman Ed Riggs requested the reaffirmation of the appointments of the County Attorney, County Manager, and Clerk to the Board.

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

**BE IT RESOLVED, that County Attorney Jimmie Hicks, County Manager Tim Buck, and Clerk to the Board Courtney L. Norfleet are hereby approved.**

Chairman Ed Riggs asked if there were any additions and/or deletions to the agenda. There were three (3).

1. HMGP Addendum (Item 2a)
2. CDBG Application (Item 2b)
3. Personnel closed session pursuant to NCGS §143.318-11(a)(6)

There were no members of the public to speak during public comment period.

Chairman Ed Riggs recognized County Manager Tim Buck, Ms. Jayne Stasser, Public Works Director Garry Cooper, and Mr. Steve Hurst to present the Recycling Committee's findings/options.

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

**BE IT RESOLVED, the Education Campaign presented by Ms. Jayne Stasser is hereby approved.**

Chairman Ed Riggs recognized Mr. James Sellers to appeal Sign Ordinance.

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

**BE IT RESOLVED, the ruling by Sign Administrator, Mr. Ray Bennett for Mr. Sellers to remove his sign due to being out of compliance is hereby upheld.**

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

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

Name:	Year	Tax/Ticket	Reason	Amount
Roger Waller	13/14	6514847/6544237		
	15/16	6470834/6597434		
	2017	6624746	Error in Acreage	\$ 210.93
Jerome Kite	13/14	6527038/6556623		
	15/16	6582971/6609284		
	2017	6635841	Error in Acreage	\$ 172.45
William Smith	2017	6620052	Boat Trailer located in Onslow Co. Per STARS	\$ 3.85
Lance Burgo	2017	6645955/66455956	Inflatables trashed	\$ 12.15
Gregory Kervill	2017	6619474	Boat not located in County	\$ 240.60
Clarence Jones	2017	6633075	Boat located in Raleigh, NC	\$ 25.22
Harold Ellis	2017	6619332	Boat not located in County	\$ 181.15
Vincent Richardson	2016	6612704	Mobile Home sold to Denard Potter in 2015	\$ 4.75

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

*Department:* Animal Control

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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-4380-529000	Departmental Supplies		\$721.78
10-4380-529005	Safety Supply & Equipment		\$721.78
10-4380-535300	M & R Auto	\$1,443.56	

*Reason for Budget Revision:* To move funds to cover tags for new Animal Control truck and equipment trailer.

*Department:* Reappraisal Fund

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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
41-0000-439900	Fund Balance Appropriation	\$100,000.00	
41-6600-519900	Contracted Services	\$100,000.00	

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

*Department:* Health 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-5180-512100	Salaries & Wages		\$1,000.00
10-5180-519900	Contracted Services	\$1,000.00	

*Reason for Budget Revision:* To move funds for emergency services for providing on-site waste water services.

*Department:* Various Departments

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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-4121-512105	Insurance Supplement	\$12,975.00	
10-5110-512105	Insurance Supplement	\$ 1,800.00	
10-5310-512105	Insurance Supplement	\$ 5,775.00	
10-0000-439900	Fund Balance Appropriation	\$20,550.00	
30-7120-512105	Insurance Supplement	\$ 600.00	
30-7140-512105	Insurance Supplement	\$ 1,200.00	
30-0000-439900	Fund Balance Appropriation	\$ 1,800.00	

*Reason for Budget Revision:* To move funds to cover the insurance supplement.

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

**BE IT RESOLVED, Mr. Jamie Wayne is hereby appointed to serve as Pamlico County’s Municipal Representative on the Down East RPO TAC.**

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

**BE IT RESOLVED, the request for approval of Engineering Contract with Rivers & Associates for Kershaw-Grantsboro Water Quality Renovations is hereby approved in the amount of \$17,400.**

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

**BE IT RESOLVED, the request to change the meeting date of the first meeting in January to January 2, 2018 is hereby approved.**

**BE IT RESOLVED, the request for Public Services Director to apply for a grant to assist Pamlico County with the implementation, expansion, and improvement of waste reduction and recycling program is hereby approved.**

On a motion made by Commissioner Pat Prescott and seconded by Commissioner Candy Bohmert, the Pamlico County Board of Commissioners met in closed session pursuant to NCGS § 143-318.11(a)(5)(i)(6) to discuss the proposed price of contract for the acquisition of real property and personnel matters.

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Pat Prescott, the Board went back into open session.

No action was taken in closed session.

There being no further business, on a motion made by Commissioner Paul Delamar and seconded by Commissioner Missy Baskervill, the Board adjourned until January 2, 2018 at 7:00 pm.

---

Chairman

---

Clerk to the Board