

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 02, 2018**

The Pamlico County Board of Commissioners met in regular session on Tuesday, January 02, 2018 at 7:00 pm in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioners Missy Baskervill and Paul Delamar. Also present were County Attorney Dave Baxter, County Manager Tim Buck, and Clerk to the Board Courtney Norfleet.

Chairman Ed Riggs called the meeting to order.

Chairman Ed Riggs led the assemblage in a moment of silence and Pledge of Allegiance.

Chairman Ed Riggs asked if there were any correction, additions, and/or deletions to the regular minutes of the December 04, 2017 meeting. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Ann Holton, the following resolution was unanimously approved.

BE IT RESOLVED, the regular minutes of the Monday, December 04, 2017 meeting are hereby approved and the Chairman's signature is authorized thereon.

Chairman Ed Riggs asked if there were and additions, and/or deletions to the agenda. There were four (4). On a motion made by Commissioner Carl Ollison and seconded by Commissioner Pat Prescott, the following additions were unanimously approved.

- Request to install a mini split HVAC in the lobby of the Human Services (DSS) Building. (Consent – Item 3a)
- Request to approve quote of \$34,189 from Coastline Building Company to complete the 1st phase of crawl space repairs at the front area of the Courthouse. (Correspondence – Item 3d)
- Request to authorize the Sheriff to apply for a Governor's Crime Commission Grant. (Consent – Item 3b)
- Request to change second meeting in January from the 15th to the 16th due to Martin Luther King Day. (Consent – Item 3c)

Chairman Ed Riggs asked if there were any members of the public to speak. There was one (1).

1. Darren Wall – Impact fees and refunds. Mr. Wall purchased land in 2006 or 2007, paid impact fees and never hooked water up. He wants his money back, but cannot show proof it was paid due to fire.

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5180-512100	Salaries & Wages		\$90.00
10-5180-519900	Contracted Services	\$90.00	

Reason for Budget Revision: To move funds to cover legal fees.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4320-518500	Unemployment Insurance		\$432.06
10-4310-518500	Unemployment Insurance	\$432.06	

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

Department: Health Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0211-435154	Women Preventive Health	\$1,896.65	
10-5110-518500	Unemployment Insurance	\$1,896.65	

Reason for Budget Revision: To recognize revenue from Medicaid cost settlement and increase unemployment insurance benefit expenditure line for additional pro-rated charges.

Department: Water Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-0500-404005	Miscellaneous Revenue	\$74.48	
30-7140-529000	Departmental Supplies	\$74.48	

Reason for Budget Revision: To recognize revenue from Foss Recycling and increase expense line item.

Department: FMA-Repetitive Loss Grant

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
22-4922-557201 – HURL	Soft Costs – Joanne Hurley	\$3,000.00	
22-4922-557201 – POTT	Soft Costs – Renona Potter	\$3,000.00	
22-4922-557201	Soft Costs		\$6,000.00

Reason for Budget Revision: To redistribute original soft cost budget to owner soft cost.

Department: Senior Services

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0400-438303	Senior Services Revenue	\$200.00	
10-4930-529000	Departmental Supplies	\$200.00	

Reason for Budget Revision: To recognize donations for fruit for “Santa for Seniors” and increase expense line.

Department: Recreation Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-6120-519900	Contracted Services		\$ 2,500.00
10-6120-529000 MAJ	Departmental Supplies –Major		\$10,000.00
10-6120-535100	M & R Grounds		\$ 6,000.00
10-6120-549801	Girls & Men Softball Expense		\$ 3,500.00
10-6120-555000	Capital Outlay	\$22,000.00	

Reason for Budget Revision: To move funds to renovate the co-ed softball complex at the Alliance Recreation Park.

Department: Emergency Management

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0600-400000	Miscellaneous	\$10,059.00	
10-4330-529000	Departmental Supplies	\$10,059.00	

Reason for Budget Revision: To recognize revenue received from Fire and EMS Agencies for radios and increase expense

Department: Personnel

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriation	\$500.00	
10-4121-549905	Employee Appreciation	\$500.00	

Reason for Budget Revision: To move funds to cover additional cost for the Employee Appreciation luncheon.

BE IT RESOLVED, the request for approval of amended policies concerning payroll deductions for SECU loans is hereby approved.

BE IT RESOLVED, the request for approval of computer upgrades/repairs in the amount of \$12,000 and necessary budget amendment to facilitate the project is hereby approved.

Department: Data Processing

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriation	\$12,000.00	
10-4210-535200	M & R Equipment	\$12,000.00	

Reason for Budget Revision: To move funds to cover the necessary upgrades and repairs for the computer network.

BE IT RESOLVED, the request from Garry Cooper for approval to install a mini split HVAC unit in the lobby of the Human Services (DSS) Building in the amount of \$4,100 is hereby approved.

BE IT RESOLVED, the request to authorize the Sheriff to apply for a Governor’s Crime Commission Grant is hereby approved.

BE IT RESOLVED, the request to change the second meeting in January from the 15th to the 16th due to Martin Luther King Day is hereby approved.

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

BE IT RESOLVED, the request to approve a quote from Coastline Building Company to complete the 1st phase of crawl space repairs at the front area of the Courthouse in the amount of \$34,189 is hereby approved.

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

BE IT RESOLVED, the request for approval of the following resolution supporting the widening of NC 55 HWY from Bayboro to Oriental is hereby approved.

**RESOLUTION SUPPORTING THE WIDENING OF NC HIGHWAY 55
FROM BAYBORO TO ORIENTAL**

WHEREAS, an adequate road system is vital and necessary for the health, safety, welfare and prosperity of the Pamlico County and its citizens; and

WHEREAS, substantial growth and new construction is taking place within the county and is anticipated to continue; and

WHEREAS, NC Highway 55 is a main transportation corridor in Pamlico County and is highly traveled by individuals living, working, or visiting the Southeastern Region of the county; and

WHEREAS, widening NC Highway 55 would enhance the safety of travel for vehicles, bicyclists, and pedestrians utilizing this section of roadway.

THEREFORE, BE IT RESOLVED that the Pamlico County Board of Commissioners hereby deems it in the best interest of the county and its citizens to support the widening of NC Highway 55 from Bayboro, NC to Oriental, NC.

BE IT FURTHER RESOLVED, as part of the project, it is requested that NC DOT relocate at its own cost any water and sewer utility lines (utility lines) that parallel NC Highway 55 and that conflict with the project such that said utility lines can be adequately maintained.

ADOPTED this 2nd day of January, 2018.

PAMLICO COUNTY, NORTH CAROLINA

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

BE IT RESOLVED, the following resolution to add Plantation Oaks Drive, Barkside Court, and Covington Court to be added to the State Road Maintenance system is hereby approved.

DIVISION OF HIGHWAYS

REQUEST FOR ADDITION TO STATE MAINTAINED

SECONDARY ROAD SYSTEM

NORTH CAROLINA

COUNTY OF PAMLICO

Road Names: Plantation Oaks Drive, approximately 3/10th of a mile attached to NC Highway 55; Barkside Court, approximately 5/10th of a mile attached to Plantation Oaks Drive; and Covington Court, 6/10th of a mile, attached to Plantation Oaks Drive (Plantation Oaks Subdivision)

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Pamlico requesting that the above described roads, the location of which has been indicated in red on the map, be added to the Secondary Road System; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the system; and

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of the County of Pamlico that the Division of Highways is hereby requested to review the above-described road, and to take over the road for maintenance it if meets established standards and criteria.

This the 2nd day of January, 2018

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

BE IT RESOLVED, the request to table filling the open seat on Coastal Carolina Regional Airport until January 16th, as per Board practice, is hereby approved.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Carl Ollison, the Board met in closed session under NCGS §143-318.11(a)(3) to discuss Attorney-Client Privilege.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Ann Holton, the Board went back into open session.

No action was taken in closed session.

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

BE IT RESOLVED, the Pamlico County Board of Commissioners hereby supports the Resolution in Support of Hope Clinic’s Continued Operations As a Tenant in the Health Department Building Contingent on Certain Measures Being Taken to Satisfy Pamlico County’s and Pamlico County Health Department’s Liability Concerns passed by the Board of Health on December 28, 2017.

BE IT FURTHER RESOLVED, the Chairman, County Attorney, and County Manager are hereby authorized to develop and sign a lease agreement that is consistent with the abovementioned resolution.

There being no further business, on a motion made by Commissioner Ann Holton and seconded by Commissioner Candy Bohmert, the Board adjourned until Tuesday, January 16, 2018 at 7:00 pm.

Chairman

Clerk to the Board