

**REGULAR SESSION MINUTES OF THE  
PAMLICO COUNTY BOARD OF COMMISSIONERS  
MONDAY, MARCH 05, 2018**

The Pamlico County Board of Commissioners met in regular session on Monday, March 05, 2018 at 7:00 pm in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioner Carl Ollison. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Courtney L. Norfleet.

Chairman Ed Riggs called the meeting to order.

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

Chairman Ed Riggs asked if there were any corrections, additions, and/or deletions to the regular session minutes of the February 19, 2018 meeting. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolution was unanimously approved.

**BE IT RESOLVED, the regular session minutes of the Monday, February 19, 2018 meeting are hereby approved and the Chairman's signature is authorized thereon.**

Chairman Ed Riggs recognized Ms. Gail Watts to inform the Board on Ms. Ingrid Watts' many accomplishments with the Girl Scouts. Ms. Tammy Rodriguez then came up to speak about Ms. Ingrid Watts' project that helped her achieve the Girl Scouts Gold Award. Chairman Ed Riggs then presented Ms. Ingrid Watts with a letter of accomplishment from the Pamlico County Board of Commissioners.

Chairman Ed Riggs recognized Mr. Mac Rubel with Pamlico Rescue to give an update.

Chairman Ed Riggs recognized Mr. Daniel Simpson, Cooperative Extension Director, to give his annual Report to the People. Mr. Daniel Simpson turned it over to Ms. Kait Neeland, 4-H Representative, to give updates to the Commissioners about what she is doing with the children of Pamlico County.

Chairman Ed Riggs asked if there were any additions, and/or deletions to the agenda. There were two (2). On a motion made by Commissioner Paul Delamar and seconded by Commissioner Ann Holton, the following additions were approved:

1. Budget Amendment – Jail **Item #4**
2. Bids – Alliance Recreational Park Coed Softball Field Renovation **Item #6a**
  - a. CMF, Inc.
  - b. Hardy Construction, Inc.

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

**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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-4320-539500	Training		\$2,144.00
10-4310-532000	Postage	\$1,800.00	
10-4310-537000	Advertising	\$ 344.00	

*Reason for Budget Revision:* To move funds to cover line item overruns.

*Department: Recycling/Public Bldgs.*

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**FISCAL YEAR 2017-2018**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-0000-439900	Fund Balance Appropriation	\$17,457.00	
10-4721-519900	Contracted Services	\$17,457.00	
10-5000-529000	Departmental Supplies		\$1,000.00
10-5000-533001	Water & Sewer		\$ 500.00
10-5000-535200	M & R Equipment		\$ 500.00
10-5000-538100	Programming		\$1,000.00
10-5000-549959	Courtroom/Clerk of Court		\$2,000.00
10-5000-519900 JAIL	Contracted Services – Jail	\$ 5,000.00	

*Reason for Budget Revision:* To move funds to cover line item overruns and expected expenses for the remainder of the fiscal year.

*Department:* JCPC

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**FISCAL YEAR 2017-2018**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-5833-500000	Admin. – Expenditure		\$3,725.00
10-5835-500000	Stillwaters – Expenditure	\$3,725.00	

*Reason for Budget Revision:* To move funds to realign an approved revision of the JCPC program.

*Department:* Health Department

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**FISCAL YEAR 2017-2018**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-5111-519900	Contracted Services		\$100.00
10-5111-533000	Electrical		\$100.00
10-5111-531000	Travel	\$200.00	

*Reason for Budget Revision:* To move funds to cover line item overruns for the remainder of the fiscal year.

*Department:* DSS

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**FISCAL YEAR 2017-2018**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-5481-50000 LIEAP	Expenditure-LIEAP	\$20,000.00	
10-0212-435310	Admin. Reimb. DSS	\$20,000.00	

*Reason for Budget Revision:* To recognize additional funds reallocated to Pamlico County.

*Department: DSS*

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**FISCAL YEAR 2017-2018**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-5560-500000	Day Care Expense		\$465,461.65
10-0212-435210	Smart Start Revenue		\$ 49,114.10
10-0212-435850	Day Care Non FSA Revenue		\$416,347.55

*Reason for Budget Revision:* To realign budget due to Day Care providers are now being paid by the State through NCFAST.

*Department: Jail*

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**FISCAL YEAR 2017-2018**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-4320-535200	M & R Equipment		\$8,524.00
10-4320-555000	Capital Outlay	\$8,524.00	

*Reason for Budget Revision:* To move funds to purchase a camera for the Jail.

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

**BE IT RESOLVED, the request from Mr. Hank Meier to release taxes is hereby denied as the Board of Commissioners has no authority to create exemptions.**

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

**BE IT RESOLVED, the quote from Robert Chiles Engineering in the amount of \$3,350 to design sedimentation control plans and a survey for renovation of the Alliance Softball Field is hereby approved.**

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

**BE IT RESOLVED, the bid from CMF, Inc. in the amount of \$94,779 to renovate the Alliance Softball Field is hereby approved as the lowest responsible bidder.**

There being no further business, on a motion made by Commissioner Paul Delamar and seconded by Commissioner Missy Baskervill, the Board adjourned until Monday, March 19, 2018 at 7:00 pm.

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Chairman

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Clerk to the Board