

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 16, 2018**

The Pamlico County Board of Commissioners met in regular session on Monday, April 16, 2018 at 7:00 pm in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present. Also present were County Attorney Jim Hicks, 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 asked if there were any corrections, additions, and/or deletions to the regular session minutes of the April 02, 2018 meeting. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Missy Baskervill, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the April 02, 2018 meeting are hereby approved and the Chairman’s signature is authorized thereon.

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

The Board then turned their attention to the Correspondence Agenda.

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

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

Department: **Public Buildings**

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 |
|---------------------------|------------------------------|---------------------------------|--------------------------------|
| 10-0000-439900 | Fund Balance | \$15,408.00 | |
| 10-5000-529000 | Departmental Supplies | \$ 1,000.00 | |
| 10-5000-529000 JAIL | Departmental Supplies – Jail | \$ 2,000.00 | |
| 10-5000-519900 | Contracted Services | \$ 6,189.00 | |
| 10-5000-519900 JAIL | Contracted Services – Jail | \$ 6,219.00 | |

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

Department: DSS

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-5310-533002 | Natural Gas | \$500.00 | |
| 10-5310-532001 | Postage | | \$500.00 |

Reason for Budget Revision: To reflect current spending pattern.

Department: Sheriff's Department

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-4310-531000 | Travel | | \$1,487.60 |
| 10-4310-529000 | Departmental Supplies | \$1,103.30 | |
| 10-4310-519900 | Contracted Services | \$ 384.30 | |

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

Department: Senior Services

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-4930-555000 | Capital Outlay | | \$1,600.00 |
| 10-4930-519900 | Contracted Services | \$1,600.00 | |

Reason for Budget Revision: To move funds to cover contracted work to be done at the Senior Center.

Department: Register of Deeds

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|---|---------------------------------|--------------------------------|
| 10-0600-400000 | Miscellaneous Revenue | \$50.00 | |
| 10-4180-529000 VET | Departmental Supplies (Thank-A-Vet Prog.) | \$50.00 | |

Reason for Budget Revision: To recognize a \$50.00 gift card from Walmart and increase expenditure line for Thank-A-Vet program.

Department: Health Department

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-5110-549100 | Dues & Subscriptions | | \$400.00 |
| 10-5110-545000 | Insurance & Bonds | \$400.00 | |

Reason for Budget Revision: To move funds to cover insurance for Snowden Company.

Department: Health Department

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-0211-435181 | Food & Lodging | \$5,410.00 | |
| 10-5191-532000 | Telephone | \$ 200.00 | |
| 10-5191-529000 | Departmental Supplies | \$5,210.00 | |

Reason for Budget Revision: To recognize additional revenue and increase expense lines.

Department: **Health Department**

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-5190-512100 | Salaries & Wages | | \$3,000.00 |
| 10-5190-519900 | Contracted Services | \$3,000.00 | |

Reason for Budget Revision: To move funds to cover the cost of services provided by NOVA and Dr. Carperos for STD patients.

Department: **DSS**

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-5310-535600 | M & R Buildings | \$1,000.00 | |
| 10-5310-537000 | Advertising | | \$800.00 |
| 10-5310-549100 | Dues & Subscriptions | | \$203.00 |
| 10-5310-571000 | Bond Principle | \$ 3.00 | |

Reason for Budget Revision: To reflect actual spending.

Department: **Tax Office**

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-4140-526000 | Office Supplies | | \$200.00 |
| 10-4140-534000 | Printing & Binding | \$200.00 | |

Reason for Budget Revision: To move funds to cover the cost of envelopes and business cards.

Department: Animal Control

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FISCAL YEAR 2017-2018

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | AMOUNT (+) INCREASED | AMOUNT(-) DECREASED |
|-----------------------|----------------------------|---------------------------------|--------------------------------|
| 10-0000-439900 | Fund Balance Appropriation | \$1,371.81 | |
| 10-4380-529000 | Departmental Supplies | \$1,371.81 | |

Reason for Budget Revision: To move funds to cover the cost of rabies vaccination.

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

BE IT RESOLVED, the request for approval of resolution requesting the services of the NC Rural Planning Center for Economic Development Planning and Technical Assistance is hereby approved.

Resolution Requesting the Services of the NC Rural Planning Center for Economic Development Planning and Technical Assistance

WHEREAS, the Board of Commissioners of Pamlico County would like to request assistance with economic development planning and related technical assistance; and

WHEREAS, the Board of Commissioners would like assistance with this project from the North Carolina Department of Commerce, Rural Planning Center; and

WHEREAS, the Rural Planning Center and the County have reached an agreement on the work to be performed;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of Pamlico County hereby requests the Rural Planning Center to assist the County with development of a strategic plan and related technical assistance; and is committed to the planning process and the implementation of this project when the work is completed.

Adopted this the 16th day of April, 2018

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

BE IT RESOLVED, the request to appoint Mr. Bobby Bero to the Board of Health for a three (3) year term is hereby approved.

A motion made by Commissioner Ann Holton and seconded by Commissioner Carl Ollison to meet in closed session passed by majority vote with Commissioner Paul Delamar casting a dissenting vote. The Pamlico County Board of Commissioners discussed potential litigation pursuant to NCGS § 143-318.11(a)(3) 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.

A motion made by Commissioner Paul Delamar and seconded by Commissioner Missy Baskervill to set a public hearing at the first available meeting to begin the process of consolidating Pamlico County Health Department failed due to lack of majority vote with Commissioners Ann Holton, Candy Bohmert, Ed Riggs, and Pat Prescott casting dissenting votes.

There being no further business, Chairman Ed Riggs recessed the meeting until Tuesday, April 17, 2018 at 5:30 pm.

Chairman

Clerk to the Board