

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 21, 2018**

The Pamlico County Board of Commissioners met in regular session on Monday, May 21, 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 Jim Hicks, County Manager Tim Buck, 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 minutes of the May 07, 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 minutes of the May 07, 2018 meeting are hereby approved and the Chairman's signature is authorized thereon.

Chairman Ed Riggs recognized Ms. Lisa Jackson and Mr. Steve Curtis who came before the Board to give the Board of Education's budget presentation. A summary of funding request is as follows:

	Actual	Requested	Increase
• Local Current Expense	17-18 \$3,664,710	18-19 \$3,867,346	\$202,636
• Capital Outlay	17-18 \$ 250,000	18-19 \$ 365,231	\$115,231
• Total Funding	17-18 \$3,914,710	18-19 \$4,232,577	\$317,867

The Board thanked them for their presentation.

Chairman Ed Riggs recognized Dr. Jim Ross, President of Pamlico Community College. Dr. Jim Ross recognized Ms. Sherry Raby, Chief Financial Officer and Mr. Scott Frazer, Chief Information Officer to give Pamlico Community College's budget presentation. Ms. Raby and Mr. Frazer stated that the Plant Operations/General Administration request was 13% more than their 2017-18 allocation.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Paul Delamar, 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
10-0211-435510	Aid to Counties	\$1,630.00	
10-5110-532001	Postage	\$ 350.00	
10-5110-531000	Travel	\$1,280.00	

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

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	\$100.00	
10-4180-529000 VET	Departmental Supplies-VET	\$100.00	

Reason for Budget Revision: To recognize revenue received for Thank-A-Vet Program and increase associated expenditure line.

Department: **Water Department**

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-7140-555000	Capital Outlay		\$12,500.00
30-7140-519500	Engineering Services	\$12,500.00	

Reason for Budget Revision: To move funds to cover engineering cost and move the expense to the appropriate line item.

Department: County Manager

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4120-525100	Auto Supplies		\$100.00
10-4120-526000	Office Supplies	\$100.00	

Reason for Budget Revision: To move funds to purchase necessary office supplies.

Department: Senior Services

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0400-438323	Health Promotion Program	\$400.00	
10-4933-522000	Food & Provisions	\$400.00	

Reason for Budget Revision: To recognize donations made by businesses for the Aging Expo and increase the expenditure line.

Department: Health Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5159-519900	Contracted Services	\$800.00	
10-5159-523900	Medical Supplies & Materials		\$400.00
10-5159-529000	Departmental Supplies		\$150.00
10-5159-531000	Travel		\$250.00

Reason for Budget Revision: To move funds to cover the cost of services provided by CEDC & Dr. Carperos for seeing STDBCCCP patients.

Department: Elections

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-4170-526000	Office Supplies		\$200.00
10-4170-532001	Postage	\$200.00	

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

Department: Recreation Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-6120-529000	Departmental Supplies		\$1,000.00
10-6120-529000-17103	Departmental Supplies-HHB Grant		\$ 496.00
10-6120-519900-17103	Contracted Services-HHB Grant		\$ 156.00
10-6120-535300	M & R Auto	\$1,496.00	
10-6120-519900	Contracted Services	\$ 156.00	

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
10-0000-439900	Fund Balance Appropriation	\$3,250.00	
10-0212-435310	Administrative Reimbursement	\$1,750.00	
10-5310-533001	Water & Sewer	\$5,000.00	

Reason for Budget Revision: To move funds to cover the water and sewer bill.

BE IT RESOLVED, the request for approval to reimburse Fire Departments and Emergency Management for Hurricane Matthew response and the corresponding budget amendment is hereby approved.

Department: **Emergency Management**

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0400-449302 MATT	Emergency Reimbursement-Matthew	\$11,730.70	
10-4330-529000	Departmental Supplies	\$ 1,950.75	
10-4340-519900	Contracted Services (Fire)	\$ 9,779.95	

Reason for Budget Revision: To recognize Hurricane Matthew revenue and increase associated expense lines.

BE IT RESOLVED, the request for approval to advertise the intent to lease parcel M011-22 is hereby approved.

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

BE IT RESOLVED, Ms. Yvonne Jones is hereby approved to fill one (1) vacancy on Regional Aging Advisory Committee for a term of three (3) years.

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 approval of the following funding for the JCPC Grant Program for FY2018-19 is hereby approved.

<u>Program</u>	<u>Grant Funds</u>	<u>County Match</u>	<u>Total</u>
Stillwaters	61,880	6,188	68,068
Juvenile Restitution Program	1,500	150	1,650
JCPC Administration	<u>5,807</u>	<u>-</u>	<u>5,807</u>
Total	69,187	6,338	75,525

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 engineering costs for Kershaw/Grantsboro Well/Plant Rehabilitation in the amount of \$67,500 and the corresponding budget amendment is hereby approved.

Department: Water Department

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FISCAL YEAR 2017-2018

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
30-7140-519500	Engineering Services	\$67,500.00	
30-7140-555000	Capital Outlay		\$60,000.00
30-7140-535000	M & R Plant		\$ 7,500.00

Reason for Budget Revision: To move funds to cover engineering costs related to the Grantsboro/Kershaw Well/Plant Rehabilitation Project.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolution was passed by majority vote with Commissioner Paul Delamar casting a dissenting vote.

BE IT RESOLVED, the request for approval to pay back cost settlement funds in the amount of \$26,345 from cost settlement funds line item is hereby approved.

There being no further business, Chairman Ed Riggs recessed the meeting until Tuesday, May 22, 2018 at 6:00 pm.

Chairman

Clerk to the Board