

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 15, 2018**

The Pamlico County Board of Commissioners met in regular session on Monday, October 15, 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, 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 asked if there were any corrections, additions, and/or deletions to the regular session minutes of the Monday, October 1, 2018 meeting. There being none, on a motion made by Commissioner Candy Bohmert and Pat Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Monday, October 1, 2018 meeting are hereby approved and the Chairman’s signature is authorized thereon.

Chairman Ed Riggs recognized Mr. Gregory Singleton and Ms. Tonya Shaw with Craven-Pamlico Re-Entry Council to present an update to the Board of Commissioners.

The Board then turned their attention to the Correspondence Agenda.

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

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

Department: **Hurricane Florence**

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 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-6600-512100 FLORE	Salaries & Wages		\$58,286.00
10-6600-512200 FLORE	Overtime	\$58,286.00	

Reason for Budget Revision: To move funds for Hurricane Florence regular wages and salaries to overtime.

Department: Hurricane Florence

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-6600-512200 FLORE	Overtime	\$129,244.00	
10-6600-518100 FLORE	FICA	\$ 8,972.00	
10-6600-518101 FLORE	Medicare	\$ 2,099.00	
10-6600-518200 FLORE	Retirement	\$ 14,130.00	
10-6600-518210 FLORE	401K	\$ 2,938.00	
10-0000-439900	Fund Balance Appropriation	\$157,383.00	

Reason for Budget Revision: To move funds to cover Hurricane Florence overtime wages and associated deductions.

Department: Hurricane Florence

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-6600-512100 FLORE	Salaries & Wages	\$42,312.19	
10-4320-512100	Salaries & Wages		\$ 1,204.54
10-4120-512100	Salaries & Wages		\$ 385.56
10-4170-512100	Salaries & Wages		\$ 750.00
10-4321-512100	Salaries & Wages		\$ 271.76
10-4330-512100	Salaries & Wages		\$ 3,239.38
10-4350-512100	Salaries & Wages		\$ 1,358.73
10-4380-512100	Salaries & Wages		\$ 375.96
10-4721-512100	Salaries & Wages		\$ 1,779.95
10-4920-512100	Salaries & Wages		\$ 583.66
10-4930-512100	Salaries & Wages		\$ 605.77
10-4931-512100	Salaries & Wages		\$ 163.20
10-4945-512100	Salaries & Wages		\$ 289.78
10-5000-512100	Salaries & Wages		\$ 2,750.71
10-5110-512100	Salaries & Wages		\$ 7,880.84
10-5310-512100	Salaries & Wages		\$ 8,690.65
10-6120-512100	Salaries & Wages		\$ 5,987.14
30-7140-512100	Salaries & Wages		\$ 5,994.56

Reason for Budget Revision: To move funds to cover Hurricane Florence regular wages.

Department: Hurricane Florence

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriation	\$29,867.00	
10-4310-555000	Capital Outlays	\$29,867.00	

Reason for Budget Revision: To fund Sheriff office repairs until insurance proceeds are received.

Department: Hurricane Florence

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-5180-512100	Salaries & Wages		\$4,824.00
10-5180-519900	Contracted Services	\$4,824.00	

Reason for Budget Revision: For coverage of legal services.

Department: Hurricane Florence

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
10-0000-439900	Fund Balance Appropriation	\$13,800.00	
10-6600-549901 FLORE	Miscellaneous	\$13,800.00	

Reason for Budget Revision: To fund mosquito control from Hurricane Florence.

BE IT RESOLVED, the request to reschedule public hearing for Voluntary Agriculture District (VAD) Ordinance changes to December 3, 2018 is hereby approved.

BE IT RESOLVED, the request for approval for DSS Director Debbie Green to create a part-time contracted position for the Accounting Specialist I with the salary annualized at approximately \$23,000 is hereby approved.

BE IT RESOLVED, the request for approval of authorization to proceed with Pamlico Law Enforcement Center HVAC System Replacement Project is hereby approved.

BE IT FURTHER RESOLVED, the request for authorization for the Chairman, County Manager, and/or Finance Officer to sign contract documents and authorization to sign a notice to proceed is hereby approved.

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 Water Department Hurricane Florence temporary amendments to policy is hereby approved.

- **Extend the deadline to apply for leak adjustments to October 30, 2018 for any bills with a due date of September 30, 2018.**
- **Any leak adjustments for meters read within the 30-day period beginning September 13, 2018 will not count towards the 1 leak adjustment allowed per 12-month period.**
- **Give staff flexibility to extend the cutoff date for October, 2018 to October 31, 2018.**

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 to bid the following additional debris services and to authorize the County Manager to select the most responsible bidder and sign contract documents is hereby approved.

- **Hazardous Tree Abatement**
- **Construction & Demolition Debris Management & Disposal**

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 Designation of Applicant Agents and Disaster Agreement is hereby approved.

On a motion made by Commissioner Pat Prescott and seconded by Commissioner Carl Ollison, the Pamlico County Board of Commissioners met in closed session pursuant to NCGS §143-318-11(a)(3) to discuss ongoing litigation matters in *Burton Farm Development, LLC v. Pamlico County*.

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.

There being no further business, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Carl Ollison, the Board adjourned until Monday, November 5, 2018 at 7:00 pm.

Chairman

Clerk to the Board