

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 5, 2018**

The Pamlico County Board of Commissioners met in regular session on Monday, November 5, 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 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 minutes of the Monday, October 15, 2018 meeting. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Ann Holon, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Monday, October 15, 2018 meeting are hereby approved and the Chairman's signature is authorized thereon.

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

- One (1) Budget Amendment.
- Employee Appreciation Luncheon – December 14, 2018.

There were no members of the public to speak during Public Comment Period.

The Board turned their attention to the Consent Agenda.

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

BE IT RESOLVED, the following Tax Reliefs and Releases are hereby approved.

Name:	Year	Tax/Ticket	Reason	Amount
Jeffrey Shipman	2018	6664778	DVA Exemption applied	\$ 308.84
David Lee Blount, Sr.	2018	6659355	DVA Exemption applied	\$ 412.84
James Styron	2018	6649374	SCE Exemption applied	\$ 163.75
Lynn Rio	2018	6665120	SCE Exemption applied	\$ 461.89
Stuart Moore	2018	6674950	Adjusted value according to BUC book/Taxpayer appealed	\$ 195.65
Betty Cowell	2018	6667757	SCE Exemption applied	\$ 408.72
Wilma Carawan	2018	6659610	SCE Exemption applied	\$ 205.30
John Kimble	2018	6674670	SCE Exemption applied	\$ 457.22
Linda Murray	16/17	6592573/6617451		
	17/18	6619452/6648359	Taxpayer sold boat 2/2015 per bill of sale documents	\$1720.86
	2018	6648360		
Johnnie Mercer	2018	6663846	Boat sold in 2017 per taxpayer	\$ 124.86
John Kimble	2018	6674671	Adjusted value according to NADA	\$ 258.19
Bertha Gilliam	2018	6653248	SCE Applied	\$ 163.75
John Fromm	2018	6655890	SCE Exemption Applied	\$ 855.26
Mike Poage	2018	6620284	Boat in County for sale purposes only	\$4645.27
Margie Smith	2018	6671181	SCE Exemption Applied	\$ 166.25
Schleen Lozica	2018	6674819	No lapse in plates-renewed on time	\$ 9.17
Robert Popperwill	2018	6646652	Adjusted value of Utility Trailer	\$ 4.56
Harley Mudge	2018	6671255	Adjusted value – customer appeal	\$ 14.48
Hilda Carmady	2018	6671183	SCE Applied	\$ 246.30
William Brite	2018	6672901	Vehicle was tagged	\$ 2.66
Andy Crowell	17/18	6620194/6649051	Per Rich at River Dunes – Boat wasn't in County	\$1066.81
Mavis Lane	2018	6648037/6648039	Boat given away in 2017	\$ 30.76
Enedina Esquer	2018	6665660	Double billed for singlewide mobile home	\$ 47.28
Edward Bell	2018	6673106	Taxpayer been deceased 6 years	\$ 4.58
James Mills	2018	6669071	Boat sold in 2017 per taxpayer	\$ 220.60
Michelle Parish	17/18	66360985/6665122	Wrong district – Customer billed in Craven Co.	\$ 13.42
Bradley Pickard	15/16	6566152/6592579	Motor on boat is actually an inboard not an outboard	\$ 73.71
	17/18	6619458/6648366		
Arendall Bryan	14/15	6559805/6586520		
	16/17	6613350/6641504		
	2018	6671123	Double billed for mobile home	\$ 17.63
Gaetano Castranova	2018	6646848/6646849	Boat and Motor in Craven County for 2018	\$ 41.61
Misty Seas, Inc.	2016	6596159	Boat was in Newport News, VA	\$ 689.66
James Avent	2018	6649026/6649027	Double Billed for boat and motor	\$ 3.73
Herbert O'Neal	17/18	6634060/6663066	Double billed for boat	\$ 64.48
Meredith Daniels	11/12	6426596/6469419		
	13/14	6514578/6543975		
	15/16	6570758/6597202	Boat sank in 2010 per Taxpayer and Triton	
	2017	6624505	Yachts associate Nancy Welles	\$ 314.59
Lawrence Boggis	2018	6648020/6648021	Vessel in Craven County for 2018	\$ 647.47
John Hines, Jr.	2018	6674979/6674890		
	2018	6674981/6674994	Military Exempt	\$ 260.45
Redfish Seafood Market	2018	6649186	Leased Equipment/Lessor responsible for taxes	\$ 773.30

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
10-0000-439900	Fund Balance Appropriation	\$500,000.00	
10-6600-519900 FLORE	Contracted Services	\$500,000.00	

Reason for Budget Revision: To move funds to cover debris cleanup from Hurricane Florence.

Department: Jail

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100200-434356	Black Creek Jail Visitation	\$3,024.00	
104320-522500	Black Creek Visitation Expense	\$3,024.00	

Reason for Budget Revision: To set up budget for Black Creek Jail Visitation system.

Department: Jail

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$2,300.00	
104320-529000	Departmental Supplies	\$2,300.00	

Reason for Budget Revision: To replace blankets.

Department: **Emergency Management**

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$750.00	
104330-519900	Contracted Services	\$750.00	

Reason for Budget Revision: To replace street signs

BE IT RESOLVED, the request for approval to advertise the intent to lease parcel K032-39 is hereby approved.

BE IT RESOLVED, the request for approval to reclassify and increase salary for Plant Operator I position is hereby approved.

BE IT RESOLVED, the request for the Employee Appreciation Luncheon to be held at Pamlico Community College, Delamar Center on Friday, December 14, 2018 and County offices to be closed from 11:30 am to 2:30 pm is hereby approved.

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

BE IT RESOLVED, the following resolution approving State Revolving Fund Loan offer for the Reelsboro Elevated Storage Tank is hereby approved.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, the Safe Drinking Water Act Amendments of 1996 and the North Carolina Water Infrastructure Fund have authorized the making of loans and/or grants, as applicable, to aid eligible, drinking-water system owners in financing the cost of construction for eligible, drinking-water infrastructure; and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Revolving Loan in the amount of \$1,837,000 for the construction of an Elevated Storage Tank Replacement, hereafter referred to as the "Project"; and

WHEREAS, Pamlico County intends to construct said Project in accordance with engineering plans and specifications that have been approved by the North Carolina Public Water Supply Section.

NOW, THEREFORE, BE IT RESOLVED BY THE PAMLICO COUNTY BOARD OF COMMISSIONERS:

That Pamlico County does hereby accept the State Revolving Loan offer in the amount of \$1,837,000; and

That Pamlico County does hereby give assurance to the North Carolina Department of Environmental Quality that they will adhere to all applicable items specified in the standard “Conditions” and “Assurances” of the Department’s funding offer, awarded in the form of a State Revolving Loan; and

That Edward Riggs, Jr. and successors so titled, is hereby authorized and directed to furnish such information, as the appropriate State agency may request, in connection with such application or the Project; to make the Assurances as contained above; and to execute such other documents as may be required in connection with the application; and

That Pamlico County has complied substantially or will comply substantially with all Federal, State and local laws, rules, regulations, and ordinances applicable to the Project, and to Federal and State grants and loans pertaining thereto.

Adopted this the 5th day of November 2018 at Bayboro, North Carolina.

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

BE IT RESOLVED, the request for approval of Amended Capital Project Ordinance for the Reelsboro Elevated Storage Tank is hereby approved.

**CAPITAL PROJECT BUDGET ORDINANCE
PAMLICO COUNTY REELSBORO WATER TOWER PROJECT
(REVISED)**

BE IT ORDAINED by the Board of Commissioners of the County of Pamlico, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following **Capital Project Ordinance** is hereby adopted

Section I. The **project** authorized is the Construction of the new Reelsboro Water Tower.

Section II. The amount appropriated for the project is \$1,749,150 consisting of:

Engineering Costs	\$ 248,000
Administration Costs	
Legal	\$ 11,000
Closing Costs	\$ 36,740
Construction Costs	
Erection New Tank	
Demolition of Existing Tank	

Sitework and Piping	
RTU, Telemetry and Electrical	
Check Valve and Vault	\$1,384,200
Contingency (5%)	\$ 69,210
Total	\$1,749,150

Section III. The following revenues are anticipated to be available to Pamlico County to complete the **Project**:

Loan from NC Revolving Loan Fund (forgiven)	\$ 500,000
Local Contribution	\$ 36,740
Installment Purchase Financing	<u>\$1,212,410</u>
TOTAL AVAILABLE	\$1,749,150

ADOPTED this the 5th day of November, 2018.

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

BE IT RESOLVED, the request for approval of Capital Project Ordinance for the Grantsboro/Kershaw Rehabilitation Project and a Budget Amendment for the project is hereby approved.

**CAPITAL PROJECT BUDGET ORDINANCE
PAMLICO COUNTY GRANTSBORO KERSHAW WATER TOWER AND
WELLS REHABILITATION PROJECT**

BE IT ORDAINED by the Board of Commissioners of the County of Pamlico, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following **Capital Project Ordinance** is hereby adopted:

Section I. The **project** authorized is the construction of the Grantsboro Kershaw Water Tower and Wells Rehabilitation Project.

Section II. The amount appropriated for the project is \$432,262 consisting of:

Engineering	\$ 67,000
Legal and Admin.	\$ 3,000
Contingency	\$ 14,941
Construction	\$298,821
Testing	\$ 10,000
Filter Media	\$ 38,500
Total	\$432,262

Section III. The following revenues are anticipated to be available to Pamlico County to complete the **Project**:

Previously Budgeted for Fiscal year 2019;
Internal Water Budget Amendments; and

Increased Revenue	\$237,000
Water Fund Balance Appropriation	<u>\$195,262</u>

TOTAL AVAILABLE \$432,262

ADOPTED this the 5th day of November, 2018.

Department: **Water**

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
307110-599037	Transfer to Kershaw/Grantsboro	\$432,162.00	
300000-439900	Fund Balance Appropriation	\$432,162.00	
377148-519500	Engineering	\$ 67,000.00	
377148-574010	Legal & Administration	\$ 3,000.00	
377148-559910	Contingency	\$ 14,941.00	
377148-550000	Construction	\$298,821.00	
377148-571550	Testing	\$ 10,000.00	
377148-571525	Filter Media	\$ 38,400.00	
370225-449280	Kershaw/Grts Revenue	\$432,162.00	

Reason for Budget Revision: To provide funding and set up budget for Kershaw/Grantsboro WTP and Well Project

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

BE IT RESOLVED, the request for approval of Commissioner Pat Prescott to be the Voting Delegate for NCACC Legislative Goals Conference is hereby approved.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, 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 Missy Baskervill, 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 Pat Prescott, the Board adjourned until Monday, November 19, 2018 at 7:00 pm.

Chairman

Clerk to the Board