

**REGULAR SESSION MINUTES OF THE  
PAMLICO COUNTY BOARD OF COMMISSIONERS  
MONDAY, NOVEMBER 19, 2018**

The Pamlico County Board of Commissioners met in regular session on Monday, November 19, 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 David 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 asked if there were any corrections, additions, and/or deletions to the closed session minutes of the Tuesday, September 4, Monday, October 15, and Monday, November 5, regular and closed session meetings. 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 closed session minutes of the Tuesday, September 4, Monday, October 5, and Monday November 5 regular and closed session meetings 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 three (3).

1. Budget Amendment – **in with Item 1.**
2. GoldenLEAF Grant Funding – **Item 7**
3. Closed session, Attorney-Client Privilege – **Item 8**

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Missy Baskervill, the first two additions are hereby approved to be added to the agenda.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Candy Bohmert, the third addition is hereby approved by majority vote with Commissioners Missy Baskervill and Paul Delamar casting dissenting votes.

A motion made by Commissioner Carl Ollison and seconded by Commissioner Paul Delamar to approve items one through six. Following discussion on the motion, Commissioner Carl Ollison revised the motion to approve items two through six and the following resolutions were unanimously approved.

**BE IT RESOLVED, the following Budget Amendment is 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
10-6600-512100 FLORE	Salaries & Wages	\$ 50,000.00	
10-6600-512200 FLORE	Overtime	\$ 75,000.00	
10-6600-518100 FLORE	FICA	\$ 5,000.00	
10-6600-518101 FLORE	Medicare	\$ 2,000.00	
10-6600-518200 FLORE	Retirement	\$ 5,000.00	
10-6600-518300 FLORE	Group Insurance	\$ 25,000.00	
10-6600-549901 FLORE	Miscellaneous	\$ 1,000.00	
10-0000-439900	Fund Balance Appropriation	\$143,000.00	
10-6120-512100	Salaries & Wages		\$20,000.00

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

**BE IT RESOLVED, the request to decline all bids for replacing full HVAC system at the Human Services Building, to authorize staff to solicit bids and replace five (5) units, and to authorize staff to enter into a service contract is hereby approved.**

**BE IT FURTHER RESOLVED, the request to authorize staff to award the contract and to make necessary budget amendments to facilitate the project if the bids come in less than \$50,000 is hereby approved.**

**BE IT RESOLVED, the request to award the contract to First Citizens Bank for the HVAC replacement at the Pamlico County Law Enforcement Center at a five (5) year amortization is hereby approved.**

**BE IT RESOLVED, the request to award the low bids to the following contractors in the amounts listed below for the HMGP Hurricane Irene Rescopement Project is hereby approved.**

<u>Property Address</u>	<u>Contractor</u>	<u>Bid</u>
6171 Florence Road, Merritt, NC	Gilbert Everett	\$104,000
9376 NC HWY 304, Bayboro, NC	Goose Creek Construction	\$130,000
9389 NC HWY 304, Bayboro, NC	Paul Woodard	\$160,710
1763 Alligator Loop Road, Merritt, NC	Gilbert Everett	\$87,000

**BE IT RESOLVED, the request to cancel the second meeting in December per Board practice is hereby approved.**

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 for approval of the additional Budget Amendment is hereby approved and the Budget Amendment for Environmental Health is hereby tabled.**

*Department:* Tax

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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104140-526000	Office Supplies		\$ 600.00
104140-529000	Departmental Supplies	\$ 600.00	

*Reason for Budget Revision:* To move funds to cover purchase of three computers.

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

**BE IT RESOLVED, the request for authorization for County Manager, Finance Officer, and Chairman to sign application for GoldenLEAF Grant funding related to Hurricane Florence recovery is hereby approved.**

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Carl Ollison with Commissioners Missy Baskervill and Paul Delamar casting dissenting votes, the Board met in closed session pursuant to NCGS § 143-318.11(a)(3) Attorney-Client Privilege to discuss matters related to various septic tank permitting matters involving the Pamlico County Health Department.

On a motion made by Commissioner Paul Delamar 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 Paul Delamar and seconded by Commissioner Ann Holton, the Board adjourned until Monday, December 3, 2018 at 7:00 pm.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Clerk to the Board