

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS**

MONDAY, MAY 6, 2019

The Pamlico County Board of Commissioner met in regular session on Monday, May 6, 2019 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 Dave Baxter and County Manager Tim Buck.

Chairman Paul Delamar called the meeting to order.

Chairman Paul Delamar recognized Reverend Grady Simpson to lead the assemblage in prayer. Chairman Paul Delamar led the assemblage in the Pledge of Allegiance.

Chairman Paul Delamar asked if there were any corrections, additions, and/or deletions to the minutes of the April 15, 2019 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 minutes of the regular session meeting of the Monday, April 15, 2019 meeting are hereby approved and the Chairman's signature is authorized thereon.

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

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

Department: DSS

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
105550-548300	Chore Salaries		\$ 4,000.00
105550-519900	Contracted Services	\$ 4,000.00	

Reason for Budget Revision: To move funds to reflect actual spending.

Department: Tax Department

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-400000	Misc. Revenue	\$ 400.00	
104140-532001	Postage	\$ 400.00	

Reason for Budget Revision: To recognize revenue from sale of AS400 and increase postage line.

Department: Library

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-438360	Library Grant Funds	\$ 150,000.00	
106110-519575	Library Building Exp.	\$ 150,000.00	

Reason for Budget Revision: To recognize grant fund revenue and increase associated expenditure line.

Department: Board of Elections

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104170-531000	Travel		\$ 3,200.00
104170-538100	Programming	\$ 3,200.00	
104170-517000	Per Diem		\$ 600.00
104170-519900	Contracted Services	\$ 600.00	

Reason for Budget Revision: To move funds to cover expenses for the April 30, 2019 Special Primary.

Department: Buildings

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105000-531000	Travel		\$ 500.00
105000-519900 JAIL	Contracted Services	\$ 500.00	
105000-529005	Safety Supply & Equipment		\$ 97.00
105000-519900 JAIL	Contracted Services	\$ 97.00	
105000-529000	Departmental Supplies		\$ 90.00
105000-529000 JAIL	Departmental Supplies	\$ 90.00	
105000-519900	Contracted Services		\$ 1,000.00
105000-525100	Auto Supplies	\$ 1,000.00	
105000-533001	Water & Sewer		\$ 1,000.00
105000-525100	Auto Supplies	\$ 1,000.00	
105000-538100	Programming		\$ 230.50
105000-525100	Auto Supplies	\$ 230.50	
105000-533000 JAIL	Electrical		\$ 5,000.00
105000-533000	Electrical	\$ 5,000.00	

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

Department: Jail

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104320-539500	Training		\$ 2,500.00
104320-529000	Departmental Supplies	\$ 2,500.00	

Reason for Budget Revision: To move funds to ensure monies are available to cover the cost of needed Jail Supplies and Life Saving Equipment.

Department: Soil & Water Conservation

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-400000	Miscellaneous Revenue	\$ 1,000.00	
104961-529000	Departmental Supplies	\$ 1,000.00	

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

Department: Governing Body/County Manager

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$ 5,000.00	
104210-535200	Data Processing	\$ 5,000.00	

Reason for Budget Revision: To move funds to cover upcoming expenses from DP Technology for the remainder of this fiscal year.

Department: Sheriff Department

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100200-434307	Summer Camp-Sheriff	\$ 2,350.00	
104310-549912	Summer Camp Expenditure	\$ 2,350.00	

Reason for Budget Revision: To recognize revenue for Summer Camp and increase associated expenditure line.

Department: Animal Control

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-434263	Insurance Claims Loss	\$ 1,921.84	
104380-529000	Departmental Supplies	\$ 1,921.84	

Reason for Budget Revision: To recognize insurance claim loss revenue for animal traps and increase associated expenditure line.

Department: Sheriff Department

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100213-434322	Public Safety Grants	\$ 24,397.70	
104310-549901	Miscellaneous	\$ 24,397.70	

Reason for Budget Revision: To recognize grant revenue.

Department: Sheriff Department

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104310-555000	Capital Outlays		\$ 100.00
104310-549901	Miscellaneous	\$ 100.00	

Reason for Budget Revision: To move funds to cover line item overruns for in car camera system.

Department: **Recreation Department**

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-434263 FLORE	Insurance Claims Loss	\$ 3,393.72	
106120-535100	M&R Grounds	\$ 3,393.72	

Reason for Budget Revision: To recognize insurance claim losses and increase associated expenditure line.

Department: **Senior Services**

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104934-522000	Food & Provisions		\$ 12,118.00
104930-555000	Capital Outlays	\$ 12,118.00	

Reason for Budget Revision: To move funds to help cover the cost of the new van.

Department: **Senior Services**

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-434263	Insurance Claims Loss	\$ 21,350.00	
104930-555000	Capital Outlays	\$ 21,350.00	

Reason for Budget Revision: To recognize insurance claim losses to be received for the purchase of the new van.

Department: Recycling Department

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$ 500,000.00	
106600-519900 FLORE	Contracted Services	\$ 500,000.00	

Reason for Budget Revision: To move funds to cover the removal of more vegetated and C&D debris due to Hurricane Florence.

Department: Animal Control

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104380-529000	Departmental Supplies		\$ 318.12
104380-532000	Telephone	\$ 318.12	

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

Department: Animal Control

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$ 1,000.00	
104380-529000	Departmental Supplies	\$ 1,000.00	

Reason for Budget Revision: To move funds due to the outbreak of rabies to cover the \$1,000.00 deductible from the stolen traps that insurance did not pay.

BE IT RESOLVED, the request to transfer JCPC Administrative funds in the amount of \$1,650 from the Juvenile Restitution Program to the Stillwaters Individual Counseling Program is hereby approved.

Department: JCPC

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100213-435832	DJJP - Intervention - Delinquency	\$ 1,650.00	
100213-435831	DJJP – Juvenile Services Rest		\$ 1,650.00
105835-500000	Stillwater Expenditure	\$ 1,650.00	
105830-519900	Contracted Services		\$ 1,650.00

Reason for Budget Revision: To transfer funds unspent in JCPC funds per Board direction.

BE IT FURTHER RESOLVED, any County match to accommodate the transfer of funds is hereby approved.

BE IT RESOLVED, the following JCPC funding allocation for Fiscal Year 2019-2020 is hereby approved: Stillwaters Individual Counseling, \$58,000; Juvenile Restitution Program, \$1,500; and JCPC Administrative Funds, \$5,380.

BE IT RESOLVED, the following JCPC roster beginning May 7, 2019 and ending June 30, 2020 is hereby approved.

Pamlico County FY 2019-20

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Henry Rice	Pamlico County Schools	<input checked="" type="checkbox"/>		
2) Chief of Police			<input type="checkbox"/>		
3) Local Sheriff or designee	Wade Sawyer	Pamlico County Sheriffs Dept	<input checked="" type="checkbox"/>		
4) District Attorney or designee	Christy Hawkins	Asst. DA	<input type="checkbox"/>		
5) Chief Court Counselor or designee	Stacy Huss	Chief Court Counselor	<input type="checkbox"/>		
6) Director, AMH/DD/SA, or designee	Jean Kenefick	Trillium	<input type="checkbox"/>		
7) Director DSS or designee	Debbie Green	Pamlico DSS	<input type="checkbox"/>		

8) County Manager or designee	Tim Buck	County Manager	<input type="checkbox"/>		
9) Substance Abuse Professional			<input type="checkbox"/>		
10) Member of Faith Community	Tonya Shaw	Pastor	<input type="checkbox"/>		
11) County Commissioner	Paul Delamar	Commissioner	<input type="checkbox"/>		
12) Two Persons under age 18 (State Youth Council Representative, if available)			<input type="checkbox"/> <input type="checkbox"/>		
13) Juvenile Defense Attorney			<input type="checkbox"/>		
14) Chief District Judge or designee	Pam Spain	NC Courts	<input checked="" type="checkbox"/>		
15) Member of Business Community			<input type="checkbox"/>		
16) Local Health Director or designee	Scott Lenhart	Health Director	<input type="checkbox"/>		
17) Rep. United Way/other non-profit			<input type="checkbox"/>		
18) Representative/Parks and Rec.	Garry Cooper	Pamlico Co	<input type="checkbox"/>		
19) County Commissioner appointee	June Hardison	Counselor	<input type="checkbox"/>		
20) County Commissioner appointee	Shelia Stansberry	Pamlico DSS	<input type="checkbox"/>		
21) County Commissioner appointee	Robert Keeter	NCDPS	<input type="checkbox"/>		
22) County Commissioner appointee	Steve Hollowell	Clerk of Court	<input type="checkbox"/>		
23) County Commissioner appointee			<input type="checkbox"/>		
24) County Commissioner appointee			<input type="checkbox"/>		
25) County Commissioner appointee			<input type="checkbox"/>		

BE IT RESOLVED, the Fiscal Year 2019-2020 Memorandum of Understanding between Pamlico County and the North Carolina Department of Health and Human Services is hereby approved.

BE IT RESOLVED, a resolution designating A.S. Houston as the designated agent to make recommendations concerning the suitability of persons and locations for ABC permits is hereby approved.

BE IT RESOLVED, a public hearing concerning the Community Development Block Grant Neighborhood Revitalization Program will be held Monday, May 20, 2019 at 7:00 p.m.

On a motion made by Commissioner Candy Bohmert, seconded by Commissioner Pat Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the request to pay back \$42,767 in funds from the General Fund to the 911 Board and to execute needed budget amendments to facilitate the request is hereby approved.

Department: E-911

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
470000-439900	Fund Balance Appropriation	\$ 42,767.00	
474325-576005	Repayment to State E911	\$ 42,767.00	

Reason for Budget Revision: Repayment for expenses related to radio equipment purchased for the backup 911 Center per Board direction.

On a motion made by Commissioner Pat Prescott and a second by Commissioner Candy Bohmert, the following resolution was unanimously approved:

BE IT RESOLVED, the request to purchase a new Senior Center van, not to exceed a purchase price of \$35,000 and authorize the Finance Officer and County Manager to make necessary budget amendments to facilitate the purchase is hereby approved.

Department: Senior Services

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FISCAL YEAR 2018-2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-434263	Insurance Claims Loss	\$ 21,350.00	
104930-555000	Capital Outlays	\$ 21,350.00	

Reason for Budget Revision: To recognize insurance claim losses to be received for the purchase of the new van.

On a motion made by Doug Brinson, seconded by Candy Bohmert the following resolution was approved:

BE IT RESOLVED, the following reappointments to the Eastern Carolina Workforce Development Board (ECWDB) are hereby approved:

- 1) Miss Carla Byrnes, representing the Small Business Sector; and**
- 2) Dr. Jim Ross, representing the Education Sector.**

BE IT FURTHER RESOLVED, the Clerk to the Board is directed to advertise on the County Website the open seat for the Private Sector.

On a motion made by Commissioner Doug Brinson, seconded by Commissioner Candy Bohmert the Board met in closed session to discuss pending litigation, Coastal Marketing and Development versus Pamlico County.

On a motion made by Commissioner Missy Baskervill, seconded by Commissioner Doug Brinson, the Board unanimously voted to go out of closed session. Action was taken in closed session.

On a motion made by Doug Brinson, seconded by Commissioner Candy Bohmert, the meeting was adjourned until Monday, May 20, 2019 at 7:00 p.m.

Chairman

Clerk to the Board