

**REGULAR SESSION MINUTES OF THE  
PAMLICO COUNTY BOARD OF COMMISSIONERS  
MONDAY, FEBRUARY 03, 2020**

The Pamlico County Board of Commissioners met in regular session on Monday, February 03, 2020 at 7:00 pm in the Patsy H. Sadler room of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioner Missy Baskervill. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Courtney L. Norfleet.

Chairman Pat Prescott called the meeting to order.

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

Chairman Pat Prescott asked if there were any corrections, additions, and/or deletions to the Monday, January 21, 2020 regular session minutes. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Doug Brinson, the following resolution was unanimously approved.

**BE IT RESOLVED, the regular session minutes of the Monday, January 21, 2020 meeting are hereby approved and the Chairman's signature is authorized thereon.**

Chairman Pat Prescott recognized Mr. Reid Parker, Carr, Riggs & Ingram to present the FY 2018-2019 Audit.

Chairman Pat Prescott recognized Mr. Ryan Vincent, Vincent Valuations and Ms. Leslie Young, Tax Administrator to present the 2020 Revaluation Project overview.

Chairman Pat Prescott asked if there were any additions and/or deletions. There were three (3). On a motion made by Commissioner Paul Delamar and seconded by Commissioner Ed Riggs, the following additions were approved.

- Budget Amendment **Item 3a**
- Tax Reliefs and Releases **Item 3b**
- Closed Session pursuant to NCGS §143.318-11(a)(6) **Item 6**

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

The Board then turned their attention to the Correspondence Agenda.

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 Budget Amendments are hereby approved.**

*Department: Animal Control*

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 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100600-400000	Miscellaneous Revenue	\$ 200.00	
104380-519900	Contracted Services	\$ 200.00	

*Reason for Budget Revision:* To recognize miscellaneous revenue for Animal Control and increase Contracted Services line.

*Department: Sheriff Department*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100213-434328	Controlled Substance – Restricted	\$ 1,362.60	
104310-539801	Controlled Substance – Expense	\$ 1,362.60	

*Reason for Budget Revision:* To recognize Controlled Substance Revenue and increase associated expenditure line.

*Department: Health Department*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100211-435510	Aid to Counties	\$ 1,873.89	
105110-529000	General Departmental Supplies	\$ 1,719.94	
105180-529000	EH Departmental Supplies	\$ 153.95	

*Reason for Budget Revision:* To recognize increase in funding and increase associated expenditure lines.

*Department: Animal Control*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104380-539500	Training		\$ 2,106.14
104380-519900	Contracted Services	\$ 2,106.14	

*Reason for Budget Revision:* To move funds to cover upcoming expenses for animals in the care of the County.

*Department: Animal Control*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104380-555000	Capital Outlays		\$ 116.32
104380-535300	M & R Auto	\$ 116.32	

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

*Department: Tax Office*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104140-534000	Printings & Binding	\$ 2,000.00	
104140-519200	Professional Services	\$ 3,000.00	
104140-519900	Contracted Services		\$ 5,000.00

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

*Department: Water Department*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
307120-512100	Salaries & Wages		\$ 9,842.62
307120-512700	Longevity	\$ 250.00	
307120-519900	Contracted Services	\$ 9,592.62	

*Reason for Budget Revision:* To move funds to cover part-time employee pay and increase longevity to cover remainder of the fiscal year.

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

**BE IT RESOLVED, the following Budget Amendment is hereby approved.**

*Department: Public Buildings*

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**FISCAL YEAR 2019-2020**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
104721-535100	M & R Grounds		\$ 3,000.00
104721-529000 MAJ	Departmental Supplies		\$ 1,000.00
105000-529000	Departmental Supplies		\$ 2,000.00
105000-529000 JAIL	Departmental Supplies		\$ 1,500.00
105000-519900	Contracted Services	\$ 7,500.00	

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

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

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

<b>Name</b>	<b>Year</b>	<b>Tax/Ticket</b>	<b>Reason</b>	<b>Amount</b>
Mark Nasisse	2019	6704268	Double billed	\$ 19.41
All Aboard Charters	2016	6592764		
	2019	6677522/6677523	Double billed	\$ 136.00
LD Rice LLC	2019	6704240/6704241		
	2019	6704242/6704243	Land Use error	\$ 427.70
Brian Middlebrook	2019	6677931	Customer deleted on 2019 Property Listing Form	\$ 84.08
Arlington Place Property Owners Association	2019	6703940/6703941		
	2019	6703942	Wrong Owner	\$ 63.50

Bruce MacDonald	2019	6703108/6703109	Clerical Error	\$ 30.37
David Bailey	2019	6678949	Never Owned	\$ 166.24
David Brantley	2019	6677535	Sold in 2018	\$ 16.44
Sarah Goodnight	2020	6704488	Renewal received late	\$ 6.52
Jeffrey Tryon	2019	6678800	Double listed	\$ 33.85
Judith P Dandridge	2019	6679402	Did not own	\$ 22.09
Rachel Boyd	2019	6701999	MH destroyed in Hurricane Florence	\$ 6.65
Petty Creek Properties LLC	10/11	6392139/6704158		
	12/13	6704159/6704160		
	14/15	6704161/6704162		
	16/17	6602174/6629492		
	18/19	6658642/6687399	Clerical Error	\$ 4614.76

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

**BE IT RESOLVED, Brandon Pipkin is hereby appointed to Pamlico County Community College Board of Trustees for a six (6) year term.**

Chairman Pat Prescott recognized County Manager Tim Buck to guide discussion regarding assumption of duties of Board of Health.

County Manager Tim Buck recognized Stormy Meadows, Health Educator, to present the Community Health Assessment.

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Candy Bohmert, the Board met in closed session pursuant to NCGS §143.318-11(a)(6) to discuss Environmental Health specialist candidate qualifications and starting salary.

On a motion made by Commissioner Doug Brinson and seconded by Commissioner Candy Bohmert, the Board went back into open session.

No action was taken.

There being no further business, on a motion made by Commissioner Paul Delamar and seconded by Commissioner Candy Bohmert, the Board adjourned until Monday, February 17, 2020 at 7:00 pm.

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Chairman

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Clerk to the Board