

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 16, 2020**

The Pamlico County Board of Commissioners met in regular session on Monday, March 16, 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 Carl Ollison. Also present were County Manager Tim Buck and Clerk to the Board Courtney L. Norfleet.

Chairman Pat Prescott called the meeting to order.

Chairman Pat Prescott asked if there were any corrections, additions, and/or deletions to the Monday, March 16, 2020 regular session minutes. 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 regular session minutes of the Monday, March 16, 2020 meeting are hereby approved and the Chairman’s signature is authorized thereon.

Chairman Pat Prescott recognized Mr. Daniel Simpson to present Cooperative Extension’s annual report. Mr. Simpson recognized Ms. Kait Neeland and Mr. Shawn Carawan to present the 4-H portion of the annual report.

Chairman Pat Prescott asked if there were any additions and/or deletions. There were none.

The Board then turned their attention to the Correspondence Agenda.

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

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

Department: **Water Department**

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
307140-555000	Capital Outlays		\$ 4,000.00
307140-549800	Annual Monitoring Fee	\$ 4,000.00	

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

Department: Sheriff Department

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104320-521200	Jail Uniforms		\$ 6,180.27
104320-535300	Jail M & R	\$ 6,180.27	

Reason for Budget Revision: To move funds to cover major repairs on one of the transport vans to ensure that the Sheriff's Office can maintain its demanding inmate transport schedule in a professional and timely manner.

Department: Health Department

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105110-529000	Departmental Supplies	\$ 169.68	
100211-435510	Aid to Counties	\$ 169.68	

Reason for Budget Revision: To recognize an increase in funding.

Department: Tax Department

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104140-519200	Tax Professional Services	\$ 20,000.00	
100000-439900	Fund Balance Appropriation	\$ 20,000.00	

Reason for Budget Revision: To move funds to cover Foreclosure Attorney fees.

Department: Sheriff Department

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104310-521200	Uniforms		\$ 1,000.00
104310-529000 MAJ	Departmental Supplies		\$ 1,000.00
104310-539500	Training		\$ 1,000.00
104310-531000	Travel		\$ 1,000.00
104310-535300	M & R Auto	\$ 4,000.00	

Reason for Budget Revision: To move funds to maintain auto fleet in a safe, professional and timely manner for the remainder of the Fiscal Year.

Department: Tax Department

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104140-532001	Postage		\$ 1,000.00
104140-534000	Printing & Binding	\$ 1,000.00	

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

Department: Finance Department

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104210-518100	FICA Expense		\$ 1,500.00
104210-535200	M & R Equipment	\$ 1,500.00	

Reason for Budget Revision: To move funds to cover computer upgrades for Admin.

Department: **Health Department**

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105160-519900	Child Health Contract Services		\$ 9,000.00
105160-529000	Child Health Departmental Supplies	\$ 8,800.00	
105160-531000	Child Health Travel	\$ 200.00	

Reason for Budget Revision: To move funds to cover expenditures to meet Child Health Contract.

Department: **Health Department**

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105180-518100	EH FICA	\$ 2,800.00	
105180-518600	EH Workers Comp	\$ 1,523.00	
105180-512700	EH Longevity	\$ 852.00	
105180-529000 MAJ	EH Departmental Supplies		\$ 800.00
105180-529005	EH Safety Supplies & Equipment		\$ 200.00
105182-512100	Mosquito Control Salaries & Wages		\$ 800.00
105182-529000	Mosquito Control Departmental Supplies		\$ 1,000.00
105182-525100	Mosquito Control Auto Supplies		\$ 100.00
105182-535300	Mosquito Control M & R Auto		\$ 110.00
105182-518300	Mosquito Control Group Insurance		\$ 10.00
105151-512100	PC Salaries & Wages	\$ 2,000.00	
105151-512100 OS	OS Salaries & Wages		\$ 2,000.00
105191-512100	Food & Lodging Salaries & Wages		\$ 2,175.00

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

Department: **Recreation Department**

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
106120-529002 19017	Scholarship Fund		\$ 1,500.00
106120-529000 19017	Departmental Supplies	\$ 1,500.00	
106120-519900 19017	Contracted Services		\$ 4,000.00
106120-529000 19017	Departmental Supplies	\$ 4,000.00	
106120-519900 19017	Contracted Services		\$ 1,000.00
106120-512600 19017	Salaries & Wages P/T	\$ 1,000.00	

Reason for Budget Revision: To move funds to cover line item overruns and the current PO request.

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

BE IT RESOLVED, the request for approval of surplus capital items is hereby approved and staff is hereby authorized to sell by use of GovDeals.

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

BE IT RESOLVED, the Water Department is hereby authorized to write off uncollectible accounts in the amount of \$11,030.96.

On a motion made by Commissioner Ed Riggs and seconded by Commissioner Candy Bohmert, the following resolution was approved by majority with Commissioners Pat Prescott and Paul Delamar casting dissenting votes.

BE IT RESOLVED, the Water Department's request to purchase a truck with service body is hereby denied.

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

BE IT RESOLVED, the request for approval of Tar Creek Road Waterline Extension is hereby approved and the County Attorney is directed to draft the agreement.

There being no other business, on a motion made by Commissioner Paul Delamar and seconded by Commissioner Candy Bohmert, the Board adjourned until Monday, April 06, 2020.

Chairman

Clerk to the Board