

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 17, 2020**

The Pamlico County Board of Commissioners met in regular session on Monday, August 17, 2020 at 7:00 pm in the Courtroom of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioner Carl Ollison. Also present were County Attorneys Dave Baxter and Ross Hardeman, 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 asked if there were any corrections, additions, and/or deletions to the Monday, August 03, 2020 regular session minutes. There being none, on a motion made by Commissioner Doug Brinson and seconded by Commissioner Ed Riggs, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Monday, August 03, 2020 meeting are hereby approved, and the Chairman's signature is authorized thereon.

Chairman Pat Prescott asked if there were any additions and/or deletions. There were two (2). On a motion made by Commissioner Doug Brinson and seconded by Commissioner Missy Baskervill, the following additions were approved.

- Health Department request to hire part-time help **Item 5a**
- Health Department request to recruit individual authorized to do on-site waste work on weekends **Item 5b**

Chairman Pat Prescott asked if there were any additions and/or deletions. There were four (4). On a motion made by Commissioner Paul Delamar and seconded by Commissioner Missy Baskervill, the following additions were approved.

- Budget Amendments **Item 7**
- Camp Sea Gull and Seafarer Fireworks Schedules **Item 8**
- Regional Library Board Appointment **Item 9**
- Budget Amendment – Sheriff's Department **Item 10**

The Board then turned their attention to the Consent Agenda.

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

BE IT RESOLVED, the following Budget Amendment was unanimously approved.

Department: Board of Elections

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 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104170-512600	Salaries & Wages P/T		\$ 10,000.00
104170-529000	Departmental Supplies	\$ 10,000.00	

Reason for Budget Revision: To move funds to cover expenses associated with the HAVA Grant and Cares Act Grant for reimbursement in preparation for the November General Election.

BE IT RESOLVED, the request for approval of Mini Brooks Waiver and authorization of staff to select engineer and move forward with designs to upgrade waterline in Bennett Road area is hereby approved.

PAMLICO COUNTY RESOLUTION

PURSUANT TO N.C.Gen.Stat. §143-64.32

WHEREAS, N.C.Gen.Stat. §143-64.31 requires the selection of firms to perform architectural, engineering, and surveying services by a County to be without regard to fee, after public announcement of such services; and,

WHEREAS, Pamlico County ("County") proposes to enter into an engineering service contract for design of plans and construction, permitting, and construction management related to repair and/or install a new waterline along Bennett Road, Neuse Drive, and Best Lane; and,

WHEREAS, the amount of professional fees under the proposed Service Contract is estimated to be less than Fifty Thousand and No/100 Dollars (\$50,000.00); and,

WHEREAS, N.C.Gen.Stat. §143-64.32 allows a County to exempt itself from the requirements of N.C.Gen.Stat. §143-64.31, when the amount of professional fees is estimated to be less than Fifty Thousand and No/100 Dollars (\$50,000.00); and,

WHEREAS, the County finds that it is in its best interest to exempt the proposed Service Contract from the provisions of G.S. §143-64.31.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF PAMLICO COUNTY RESOLVES:

Section 1. The above-described Service Contract is hereby made exempt from the provisions of G.S. §143-64.31 for the reasons stated in this resolution.

Section 2. This resolution shall be effective upon adoption.

Adopted this 17th day of August, 2020.

BE IT RESOLVED, the request for approval of Policy for Adjusting Water Bill for Extended Water Outages or Low-Pressure Advisories is hereby approved.

Periodically, water customers may be issued Low-Pressure Advisories, advising them to boil water prior to consumption. This is a normal practice when the waterline is inadvertently cut or when certain waterline maintenance operations are performed. Typically, customers are under Low-Pressure Advisories for less than 7 calendar days; however, in cases where customers are subject to Low-Pressure Advisories for an extended period, the following applies:

1. When water customers are under a Low-Pressure Advisory for more than 50% of the billing period, customers will receive a credit equal to the flat rate plus 25% of the water usage.
2. This policy is effective beginning July 1, 2020.

BE IT RESOLVED, the request for approval to renew copier lease with Systel is hereby approved.

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

BE IT RESOLVED, the request to hire part-time help to assist with the backlog in Environmental Health is hereby approved.

BE IT FURTHER RESOLVED, the request to attempt to recruit an individual already authorized to do on-site waste to work during the weekends to decrease the wait times is hereby approved.

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

BE IT RESOLVED, the request to authorize staff to select a Debris – Removal and Disposal contractor is hereby approved.

BE IT FURTHER RESOLVED, the request for authorization of Chairman to sign Debris – Removal and Disposal contracts is hereby approved.

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

BE IT RESOLVED, the request to prepare and establish COVID-19 Budget Amendments is hereby approved.

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

BE IT RESOLVED, the following Camps Sea Gull and Seafarer fireworks schedule is hereby approved.

2020 Reset Dates:

August 22, 2020 – Seafarer

August 29, 2020 – Seafarer and Sea Gull

September 05, 2020 – Sea Gull

September 12, 2020 – Sea Gull

September 19, 2020 – Seafarer

September 26, 2020 – Seafarer and Sea Gull

October 03, 2020 – Seafarer and Sea Gull

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

BE IT RESOLVED, Commissioner Doug Brinson is hereby appointed to Craven-Pamlico Regional Library Board of Directors.

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

BE IT RESOLVED, the Finance Officer and County Manager are hereby authorized to make necessary budget amendments (if any) to support the Sheriff's personnel changes within the department.

There being no further business, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Paul Delamar, the Board adjourned until Monday, September 07, 2020 at 7:00 pm.

Chairman

Clerk to the Board