

**REGULAR SESSION MINUTES OF THE  
PAMLICO COUNTY BOARD OF COMMISSIONERS  
MONDAY, SEPTEMBER 21, 2020**

The Pamlico County Board of Commissioners met in regular session on Monday, September 21, 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 was County Attorney 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 led the assemblage in the Pledge of Allegiance.

Chairman Pat Prescott asked if there were any corrections, additions, and/or deletions to the Monday, September 08, 2020 regular and closed 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, September 08, 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 none.

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 resolution was unanimously approved.

**BE IT RESOLVED, the first Budget Amendment is hereby removed and Commissioner Missy Baskervill is hereby recused from voting.**

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 Amendment is hereby approved.**

*Department:* Shop Gut Channel Grant

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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100213-430035	Shop Gut Channel Grant	\$ 4,816.23	
104920-519900 SHOPG	Contracted Services	\$ 4,816.23	

*Reason for Budget Revision:* To recognize revenue received for Shop Gut Channel project and increase associated expenditure line.

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

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

*Department:* HAVA Grant

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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100213-444170	HAVA Grant	\$ 10,000.00	
104140-529000 HAVA	Departmental Supplies	\$ 10,000.00	

*Reason for Budget Revision:* To set up budget for 2020 HAVA Grant and associated expenditure line.

*Department:* Tax 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 2020-2021**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT(-) DECREASED</b>
100000-439900	Fund Balance Appropriation	\$ 14,400.00	
104140-519200	Professional Services	\$ 14,400.00	

*Reason for Budget Revision:* To move funds to cover 20-21 Fiscal Year unexpected invoices.

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 Budget Amendment is hereby approved.**

Department: Emergency Management

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
100000-439900	Fund Balance Appropriation	\$ 8,105.00	
104330-555000	Capital Outlays	\$ 8,105.00	

Reason for Budget Revision: To move funds to purchase equipment needed for incident management and emergency flood rescue.

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

**BE IT RESOLVED, the Health Director’s request to enter contract with an individual to perform contact tracing duties to be paid with State/Federal COVID-19 funds 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 forego an in-person employee appreciation event during calendar year 2020 and to approve adding a floating holiday to the holiday schedule to be taken during a period determined by the County Manager 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 budget for fiscal year 2020-2021 Home Community Care Block Grant funding is hereby approved.**

FY 20/21 Home Community Care Block Grant Funding

Senior Services	FY 20/21	County Match	Total
Congregate	\$33, 987	\$3,776	\$37,766
HDM	\$37,564	\$4,177	\$41,772
Sr Ctr Op	\$17,888	\$1,988	\$19,877
Total	\$89,439	\$9,945	\$99,384

Social Services	FY 20/21	County Match	Total
IHA Level III	\$63,221	\$7,025	\$70,246
IHA Level II	\$26,217	\$2,913	\$29,130
Total	\$89,438	\$9,938	\$99,376

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 deed a blanket easement for parcel F07-27-1 to Pamlico Community College is hereby approved.**

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

**BE IT RESOLVED, the following JCPC Roster for FY 2020-2021 is hereby approved.**

Pamlico County FY 2020-21

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	Director Student Services	<input checked="" type="checkbox"/>		
2) Chief of Police			<input type="checkbox"/>		
3) Local Sheriff or designee	Wade Sawyer	Lieutenant	<input checked="" type="checkbox"/>		
4) District Attorney or designee	Christy Hawkins	ADA	<input type="checkbox"/>		
5) Chief Court Counselor or designee	Stacy Huss	Chief Court Counselor	<input type="checkbox"/>		
6) Director, Local Management Entity, or designee	Susan Hall	Trillium	<input type="checkbox"/>		
7) Director DSS or designee	Debbie Green	Director DSS	<input type="checkbox"/>		
8) County Manager or designee	Courtney Norfleet	Clerk to the Board	<input checked="" 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 III	Commissioner	<input type="checkbox"/>		
12) Two Persons under age 21 (Or one under 21; and one youth and/or family advocate)			<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	Cody Edwards	Arapahoe Charter School	<input type="checkbox"/>		
18) Representative/Parks and Rec.	Garry Cooper	Director Public Services	<input type="checkbox"/>		
19) County Commissioner appointee	Shelia Stansberry	Pamlico DSS	<input type="checkbox"/>		
20) County Commissioner appointee	Robert Keeter	Court Counselor Supervisor	<input type="checkbox"/>		
21) County Commissioner appointee	Steven Hollowell	AOC, Clerk of Court	<input type="checkbox"/>		
22) County Commissioner appointee	Jenna Taylor	Court Counselor	<input type="checkbox"/>		
23) County Commissioner appointee			<input type="checkbox"/>		
24) County Commissioner appointee			<input type="checkbox"/>		
25) County Commissioner appointee			<input type="checkbox"/>		

There being no further business, on a motion made by Commissioner Paul Delamar and seconded by Commissioner Doug Brinson, the Board adjourned until Monday, October 05, 2020 at 7:00 pm.

---

Chairman

---

Clerk to the Board