

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 01, 2021**

The Pamlico County Board of Commissioners met in regular session on Monday, February 01, 2021 at 7:00 pm in the Courtroom of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioner(s) Missy Baskervill who attended via Zoom. Commissioner Carl Ollison was absent. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Courtney L. Norfleet.

Chairman Doug Brinson called the meeting to order.

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

Chairman Doug Brinson asked if there were any corrections, additions, and/or deletions to the Tuesday, January 19, 2021 regular session and the January 04, 2021 closed session minutes. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolution was unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

BE IT RESOLVED, the regular session minutes of the Tuesday, January 19, 2021 meeting and the January 04, 2021 closed session minutes are hereby approved, and the Chairman's signature is authorized thereon.

Chairman Doug Brinson recognized Mr. TW Harris to present a Pamlico Rescue report to the Board.

Chairman Doug Brinson asked if there were any additions and/or deletions. There was one (1). On a motion made by Commissioner Ed Riggs and seconded by Commissioner Missy Baskervill, the following addition was approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

- Request to advertise and hire Environmental Health Specialist II **Item #9**

Chairman Doug Brinson recognized Mr. Scott Lenhart, Health Director, to review the accreditation process and to give updates related to COVID-19 response.

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 Ed Riggs, the following resolutions were unanimously approved by the following roll call vote:

Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

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

Department: **Health 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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435155	Comp Breast Cerv Cancer	\$ 75.00	
105159-519900	Contracted Services	\$ 75.00	
100211-435514	115 COVID-19 Infection Rev	\$ 8,539.00	
105154-519900	Contracted Services	\$ 8,539.00	

Reason for Budget Revision: To cover additional funds for BCCCP and Infection Prevention.

Department: **Emergency Management**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-400000	Miscellaneous Revenue	\$ 611.55	
104330-529000	Departmental Supplies	\$ 611.55	

Reason for Budget Revision: To recognize revenue for reimbursement of item returned in prior year (2014) and increase departmental supplies for Emergency Management.

Department: **Animal Control**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$ 1,010.10	
104380-519900	Contracted Services	\$ 1,010.10	

Reason for Budget Revision: To move funds to pay for the new hire rabies vaccination.

Department: **Water Department**

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
307120-526000	Office Supplies		\$ 200.00
307120-512103	Salary Supplement	\$ 200.00	

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

Department: **Public Buildings/ Recycling/ Recreation/ Landfill**

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FISCAL YEAR 2019-2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
	Recycling		
104721-531000	Travel		\$ 500.00
104721-529000	Departmental Supplies	\$ 500.00	
104721-535100	M&R Grounds		\$ 658.00
	Landfill		
104722-535100	M&R Grounds	\$ 658.00	
	Public Buildings		
105000-519900	Contracted Services		\$ 30.00
105000-555000	Capital Outlays	\$ 30.00	
105000-538100	Programming		\$ 500.00
105000-521200	Uniforms	\$ 500.00	
105000-525100	Auto Supplies		\$ 1,000.00
	Recreation		
106120-519900	Contracted Services		\$ 1,000.00
106120-545000	Insurance and Bonds		\$ 800.00
106120-549801	Girls and Men Softball Expense		\$ 800.00
106120-537000	Advertising		\$ 400.00
	Public Buildings		
105000-519900	Contracted Services	\$ 4,000.00	

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

Department: CDBG-NR

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
440223-449360NR	2019 CDBG Neighborhood Rev	\$ 750,000.00	
440223-439910	Transfer from General Fund	\$ 30,000.00	
444929-559920NR	C-1 Senior Center	\$ 50,000.00	
444929-559925NR	C-1 Rehabilitation	\$ 660,000.00	
444929-559930NR	C-1 Administration	\$ 70,000.00	
100000-439900	Fund Balance App	\$ 30,000.00	
109910-599044NR	Transfer to CDBG	\$ 30,000.00	

Reason for Budget Revision: To set up budget for CDBG-NR Grant and record transfer of local commitment funds.

BE IT RESOLVED, the request for approval to make Bill Fentress Primary Agent and Tim Buck Secondary Agent related to COVID-19 public assistance reimbursements from FEMA is hereby approved.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolution was unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

BE IT RESOLVED, the County Manager is hereby approved to establish an IT support budget of \$60,000 annually, to be prorated for the remainder of this fiscal year and to allow the Sheriff to contract as needed to implement the plan.

BE IT FURTHER RESOLVED, the County Manager is hereby approved to make necessary budget amendments to implement the IT support budget.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert, the following resolution was unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

BE IT RESOLVED, the tax value of parcel I081-5-35 is hereby reduced to \$15,000.

On a motion made by Commissioner Ed And Riggs and seconded by Commissioner Candy Bohmert, the following resolution was unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

BE IT RESOLVED, the request to increase Mr. Charles Hardison’s monthly pay of \$1,000 by \$200 is hereby approved.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert, the following resolution was unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

BE IT RESOLVED, the request to fill vacant seat on Dangerous Dog Committee is hereby tabled until next meeting on February 15, 2021 per Board practice.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert was amended and unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Carl Ollison.

BE IT RESOLVED, the request to advertise for and hire an Environmental Health Specialist with a salary not to exceed \$55,000, sign on bonus of \$2,000, and moving expenses not to exceed \$1,000 is hereby approved.

BE IT FURTHER RESOLVED, the County Manager is hereby approved to make necessary budget amendments.

There being no further business, on a motion made by Commissioner Ed Riggs and seconded by Commissioner Candy Bohmert, the following roll call vote was taken to adjourn until Monday, February 15, 2021: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioner Ollison.

Chairman

Clerk to the Board