

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 15, 2021**

The Pamlico County Board of Commissioners met in regular session on Monday, March 15, 2021 at 7:00 pm in the Courtroom of the Pamlico County Courthouse. All Commissioners were present with the exception of Commissioner Pat Prescott who attended via Zoom. Commissioners Doug Brinson and Carl Ollison were absent. Also present was County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress and Clerk to the Board Courtney L. Norfleet.

Vice-chairman Missy Baskervill called the meeting to order.

Vice-chairman Missy Baskervill led the assemblage in the Pledge of Allegiance.

Vice-chairman Missy Baskervill asked if there were any corrections, additions, and/or deletions to the Monday, March 01, 2021 regular 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, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioners Brinson and Ollison.

BE IT RESOLVED, the regular session minutes of the Monday, March 01, 2021 meeting are hereby approved, and the Chairman’s signature is authorized thereon.

Vice-chairman Missy Baskervill 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 Candy Bohmert and seconded by Commissioner Ed Riggs, the following resolutions were unanimously approved by the following roll call vote: Ayes: Commissioners Baskervill, Bohmert, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioners Brinson and Ollison.

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

Name:	Year	Tax/Ticket	Reason	Amount
Wilmer Lewis,Heirs	2020	6733489/6733490		
c/o Gary Lewis	2020	6733491/6733492		
	2020	6733493/6733494		
	2020	673495/67334966	FMP was received 2 days after bill was created	\$ 837.14
Samuel or Brenda Alitto	2016	6615789/6615790		
	2017	6644015/6644016		
	2018	6673561		
	2019	6702399/6702400		
	2020	6731841/6731842	Boats listed in Town of Oriental in error	\$ 157.45
Adolph Squires, Heirs	2020	6729857	Property not split in the 2020 tax year in Real Estate side	\$ 333.24

Maurice Benton	2020	6728247	Property should have been split by deed 646/24	\$ 1036.16
Kenneth Ross	2020	6711334	DWMH was supposed to be moved to Personal Property	\$ 361.99
Thomas King	2020	6710847	DWMH should have been billed as Personal Property	\$ 305.44
Logan Anderson	2020	6708021	Wrong Owner	\$ 17.90
Lou Rossa	13/14	6506355/653094		
	15/16	6565549/6592004		
	17/18	6618926/6647836		
	2019	6676872	Double Listed	\$ 925.03
Schooners Bar & Grill	2020	6708354/6708355		
	2020	6708356/6708357		
	2020	6708358	Business was closed as of May 2019	\$ 57.16
Alean Hodge	2020	6722655	To Apply SCE	\$ 284.33
Lynda Griffin	2020	6712852	To Apply SCE	\$ 348.17
Irene Bailey	2020	6705111	Tags were not renewed late	\$ 9.25
Bobbie Alford	2020	6711058	Overlooked on listing form	\$ 3.99
John Schmidt	2020	6713019	Clerical Error	\$ 68.80
James Gibson, Jr.	2020	6717729	Appeal Approved	\$ 240.12
Talmadge Hudgins, Sr.	19/20	6687698/6717096	Double listed w/ 21895	\$ 105.48
Angela Ireland	2020	6717184	SCE Exemption Applied	\$ 1048.00
Angela Lupton	2020	6722713	SCE Exemption Applied	\$ 398.76
Kenneth Coit	2020	6733554	Listed in Wake County	\$ 53.60
Patricia Dietrich	2020	6731425/6731426	Clerical Error-remove late list	\$ 26.55
Kenneth Howard	2020	6722971	Clerical Error-remove from listing form	\$ 2.33
Joyce Ayers	2020	3713717	Removed from listing form	\$ 2.00
James Holton, III	2020	6716389	Double Billed	\$ 40.52
Stephen Baybutt	2020	6733674	Double Listed	\$ 129.69
Elizabeth White	2021	6733646/6733647	Vehicles were registered in Arizona	\$ 183.05
Richard Barmore	2021	6733651	Vehicle was registered in Arizona	\$ 60.43
William Gibson	2020	6733499/6733500	Double Billed	\$ 282.89
William Ponton	2021	6733730/6733731	Vehicles were registered in Florida	\$ 588.78
Arnold Wilson	17/18	6620150/6649007		
	19/20	6677955/6707331	Taxpayer deceased and boat was sold	\$ 16.12

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

Department: Register of Deeds

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
104180-531000	Travel		\$ 1,410.49
104180-529000MAJ	Departmental Supplies	\$ 1,410.49	
104180-529005	Safety Supply & Equipment		\$ 157.47
104180-529000MAJ	Departmental Supplies	\$ 157.47	
104180-532001	Postage		\$ 36.00
104180-529000MAJ	Departmental Supplies	\$ 36.00	

Reason for Budget Revision: To move funds to cover a proposal from AAA Glass Service in the amount of \$2,560.00 to enclose the front countertop with glass due to concerns with COVID and for protection of staff.

Department: **Health Department**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435516	716 COVID 19 Vaccine Revenue	\$ 80,218.00	
105117-512100	Salaries & Wages	\$ 60,898.00	
105117-518100	FICA Expense	\$ 4,226.50	
105117-518101	Medicare Expense	\$ 988.40	
105117-518200	Retirement Expense	\$ 6,770.05	
105117-518300	Group Insurance	\$ 7,335.05	

Reason for Budget Revision: To recognize additional funds received.

Department: **Health Department**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105110-531000	Travel		\$ 5,500.00
105110-519900	Contracted Services	\$ 5,500.00	

Reason for Budget Revision: To reallocate funds.

Department: **Tax Department**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Appropriation	\$ 12,000.00	
104140-519200	Professional Services	\$ 12,000.00	

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

Department: **Health Department**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435510	Aid to Counties-General	\$ 169.68	
105110-519900	Contracted Services-General	\$ 169.68	

Reason for Budget Revision: To recognize increase in funding.

Department: **Senior Services**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104948-537000MIPPA	Advertising		\$ 700.00
104948-526000	Office Supplies	\$ 700.00	

Reason for Budget Revision: To cover expense of a computer screen with a camera for Zoom meeting.

Department: **Grantsboro VFD**

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
450610-449319	Hurricane Isais Funds	\$ 1,508.96	
454340-519900ISAIS	Contracted Services	\$ 1,508.96	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Arapahoe VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
530610-449319	Hurricane Isais Funds	\$ 4,317.80	
534340-519900ISAIS	Contracted Services	\$ 4,317.80	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Florence VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
460610-449319	Hurricane Isais Funds	\$ 1,335.44	
464340-519900ISAIS	Contracted Services	\$ 1,335.44	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Goose Creek Island VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
380610-449319	Hurricane Isais Funds	\$ 1,631.17	
384340-519900ISAIS	Contracted Services	\$ 1,631.17	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Vandemere VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
590610-449319	Hurricane Isais Funds	\$ 1,863.33	
594340-519900ISAIS	Contracted Services	\$ 1,863.33	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Triangle VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
390610-449319	Hurricane Isais Funds	\$ 2,335.01	
394340-519900ISAIS	Contracted Services	\$ 2,335.01	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Southeast VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
540610-449319	Hurricane Isais Funds	\$ 1,820.64	
544341-519900ISAIS	Contracted Services	\$ 1,820.64	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Reelsboro VFD

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
420610-449319	Hurricane Isais Funds	\$ 1,736.21	
424340-519900ISAIS	Contracted Services	\$ 1,736.21	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Olympia VFD

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
570610-449319	Hurricane Isais Funds	\$ 2,621.72	
574340-519900ISAIS	Contracted Services	\$ 2,621.72	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

Department: Hurricane Isais- PC Rescue Squad

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FISCAL YEAR 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-400000	Miscellaneous Revenue	\$ 5,898.72	
104370-519900ISAIS	Contracted Services	\$ 5,898.72	

Reason for Budget Revision: To recognize funds received from Hurricane Isais and increase associated expenditure line.

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 2020-2021

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
307140-512100	Salaries & Wages		\$ 1,500.00
307140-512200	Overtime	\$ 1,500.00	
307140-529001KER	Dept Supplies and Chemicals		\$ 6,000.00
307140-529001GRT	Dept Supplies and Chemicals	\$ 6,000.00	
307140-529001KER	Dept Supplies and Chemicals		\$ 4,200.00
307140-529001VAN	Dept Supplies and Chemicals	\$ 4,200.00	
307140-533000VAN	Electrical		\$ 5,000.00
307140-533000	Electrical	\$ 5,000.00	
307140-531000	Travel		\$ 1,400.00
307140-549100	Dues and Subscriptions	\$ 1,400.00	
307140-529000KER	Departmental Supplies		\$ 1,000.00
307140-529000	Departmental Supplies	\$ 1,000.00	
307140-529000VAN	Departmental Supplies		\$ 1,000.00
307140-529000	Departmental Supplies	\$ 1,000.00	

Reason for Budget Revision: To cover expenses for leak repairs and new tap installations and chemicals.

BE IT RESOLVED, the request for approval of HAVA Grant Funding of \$25,456 to be used to enhance security and/or accessibility of election sites is hereby approved.

BE IT RESOLVED, the request for approval of the following final sales, authority to transfer ownership to the highest bidder, and authority of the Chairman or County Manager to sign all documents on behalf of the County is hereby approved.

<u>Parcel</u>	<u>Final Bid</u>	<u>Admin Fee</u>	<u>Total Due</u>
H041-151	\$ 3,350	\$ 167.50	\$ 3,517.50
H041-152	\$ 4,550	\$ 227.50	\$ 4,777.50
J032-9	\$ 8,500	\$ 425.00	\$ 8,925.00
K031-48	\$ 21,200	\$ 1,060.00	\$ 22,260.00
M031-88	\$ 27,000	\$ 1,350.00	\$ 28,350.00

BE IT RESOLVED, the following Board of Equalization and Review members are hereby reappointed.

- Missy Baskervill, Chairman
- John Barlow
- Booker Jones
- Hiram Lupton
- Derek Potter

Josh Rose

BE IT FURTHER RESOLVED, the following Board of Equalization and Review member is hereby appointed.

Mark Zettl

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

BE IT RESOLVED, the Board of Commissioners will meet on Monday, March 29, 2021 in the Courtroom of the Pamlico County Courthouse at 7:00 pm to discuss Budget.

There being no further business, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Kari Forrest, the following roll call vote was taken to adjourn until Monday, March 29, 2021 at 7:00 pm: Ayes: Commissioners Baskervill, Bohmert, Forrest, Prescott, and Riggs. Nays: None. Absent: Commissioners Brinson and Ollison.

Chairman

Clerk to the Board