

**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 07, 2021**

The Pamlico County Board of Commissioners met in regular session on Tuesday, September 07, 2021, at 7:00 pm in the Patsy H. Sadler room of the Pamlico County Courthouse. All Commissioners were present with the exception of Chairman Doug Brinson and Commissioner Carl Ollison. Also, present was County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Amanda Carey.

Vice-chairman Missy Baskervill called the meeting to order.

Vice-chairman Missy Baskervill recognized Reverend Grady Simpson to lead the assemblage in prayer. 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, August 16, 2021, regular and closed session minutes. There being none, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Ed Riggs, the following resolution was unanimously approved.

BE IT RESOLVED, the Monday, August 16, 2021, regular and closed session minutes, are hereby approved, and the Chairman's signature is authorized thereon.

Vice-chairman Missy Baskervill recognized Mr. Greg Coltrain and Susan Chatham with Riverstreet Networks to present the Board with a plan for broadband engineering for Pamlico County.

Vice-chairman Missy Baskervill recognized Autumn Hardison to give the Board an update on the current housing grants that the County is administering.

Vice-chairman Missy Baskervill recognized Chris Murray to give the Board updates on developments affecting fire, rescue, and emergency management departments.

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

BE IT RESOLVED, the Department of Homeland Security/Port Security Grant Program award of \$121,500 in federal funds with a county match of \$40,500, totaling \$162,000, is hereby approved.

BE IT FURTHER RESOLVED, The County Manager and Finance Officer are hereby authorized to make budget amendments including fund balance appropriations to facilitate the project and are authorized to sign contract documents.

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

BE IT RESOLVED, the contract with Croatan Solutions, LLC to perform a 5-year fire/rescue service study at a price not to exceed \$17,500 is hereby approved.

BE IT FURTHER RESOLVED, The County Manager and Finance Officer are authorized to make budget amendments including fund balance appropriation to facilitate the project and are authorized to sign contract documents.

The Board then turned their attention to the Consent Agenda.

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

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

Department: DSS

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105310-519200	Professional Services		\$ 1,800.00
105310-517000	Per Diem	\$1,800.00	

Reason for Budget Revision: To move funds not setup during budget for board members.

Department: Senior Services

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100400-438339	CARES Nutritional Grant Revenue	\$ 28,886.00	
104930-529020	CARES Nutritional Grant Exp	\$ 28,886.00	

Reason for Budget Revision: To set up budget for Senior Services CARES Nutritional Grant.

Department: Senior Services

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100400-438303	Senior Services Revenues	\$ 800.00	
104930-522000	Food and Provisions	\$ 800.00	

Reason for Budget Revision: To recognize revenue received from donation.

Department: DSS

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105310-537000	Advertising		\$ 300.00
105481-500000LIEAP	Expenditure	\$ 300.00	

Reason for Budget Revision: To move funds to cover a payment error from FY 2021.

Department: Sheriff Department

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100213-434328	Controlled Substance-Restricted	\$ 364.74	
104310-539801	Controlled Substance Expenses	\$ 364.74	

Reason for Budget Revision: To recognize funds and increase expense line.

Department: Health Department

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105117-519900	Contracted Services	\$ 5,646.00	
105117-529000	Departmental Supplies		\$ 5,646.00
105160-529000	Departmental Supplies	\$ 1,754.39	
105160-512100	Salaries & Wages		\$ 1,754.39

Reason for Budget Revision: To transfer funds needed for budget items.

Department: Governing Body

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104110-549100	Dues and Subscriptions	\$ 1,000.00	
104110-519900	Contracted Services		\$ 1,000.00

Reason for Budget Revision: To move funds to cover shortfalls.

Department: Health Department

FISCAL YEAR 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105191-512100	Salaries & Wages		\$ 6,000.00
105191-519900	Contracted Services	\$ 6,000.00	

Reason for Budget Revision: To move funds to cover deficit.

BE IT RESOLVED, the request for tax reliefs and releases are hereby approved.

<u>Name</u>	<u>Year</u>	<u>Tax/Ticket</u>	<u>Reason</u>	<u>Amount</u>
Grimkey Rhett Spencer	2020	6726836	New value per BOER Consent Agenda	\$ 715.52
Dallas Lewis	2021	6755204	Incorrect value on Mobile Home	\$ 175.10
Dan Bennett, II	2021	6747444	Parcel transferred incorrectly	\$1,288.62
Phyllis Serio	2021	6762045	To correct exemption	\$ 12.93
Danielle Hauer	2021	6750629	Mobile home picked up as real property, should have been personal	\$ 434.15
Almeter Prince	2021	6757886	Clerical Error – Listing form Returned in timely manner	\$ 24.15

BE IT RESOLVED, the request to proclaim September 4th as Holt’s Chapel Community Center, Inc. day is hereby approved.

BE IT RESOLVED, the request for a fireworks display at Camp Seagull is hereby approved.

BE IT RESOLVED, the request for approval of the resolution authorizing submittal of an Asset Inventory Grant Application is hereby approved.

RESOLUTION BY GOVERNING BODY OF APPLICANT

**Asset Inventory and Assessment Grant
Pamlico County Water System**

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of drinking water treatment works and drinking water distribution system, and

WHEREAS, The County of Pamlico has need for and intends to conduct a drinking water treatment works and drinking water distribution system assessment as follows:

- Consolidate existing information concerning line sites and general locations to provide a water system map showing locations, line sized, water plant locations, wells, and other features of the system including where available, valving locations and sizes.
- Prepare a hydraulic model of the water distribution system.
- Assess the condition of the system and ability to meet minimum flow and pressure requirements per the NCDEQ Rules Governing Public Water Supplies.
- Compile available information concerning distribution system and treatment system component age and condition.

WHEREAS, The County of Pamlico intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF PAMLICO:

That County of Pamlico, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule

of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the (unit of government) to make scheduled repayment of the loan, to withhold from the (unit of government) any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That County Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a (loan or grant) to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the September 7, 2021, at Pamlico County Courthouse in Bayboro, North Carolina.

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk to the Board of the County of Pamlico does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Board of Commissioners of Pamlico County duly held on the 7th day of September, 2021; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 7th day of September 2021.

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

BE IT RESOLVED, the request to change the 2021 value of Parcel H042-1-3 owned by Kenneth Miller to \$103,950, and to refund taxes for tax years 2016 to 2020 in the amount of \$2,431.15 as authorized by North Carolina General Statute §105-381 is hereby approved.

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

BE IT RESOLVED, the request for approval of the following recommendations by the Water Committee for reducing the scope and/or identifying additional funding sources for the Grantsboro/Kershaw project is hereby approved:

1. Eliminate new wells and brine tanks for savings of about \$1.2 million
2. Add well rehabilitation of the wells to the project at an estimated cost of \$200,000
3. Direct the county manager to make recommendations for funding the remaining \$650,000 shortfall.

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

BE IT RESOLVED, the following salaries for water department field operations personnel effective payroll period beginning September 11, 2021 is hereby approved:

<u>Employee</u>	<u>Current Salary</u>	<u>Recommended Salary</u>
Ashley Barnes	\$43,472	\$44,341
Norman Boone	\$31,512	\$34,000
Harold Davis	\$31,827	\$33,718
Michael Henries	\$31,512	\$33,403
William Pierce	\$31,512	\$33,403
Brad Price	\$31,512	\$33,718

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

BE IT RESOLVED, the following individuals are appointed to the Pamlico County Planning Board with a term to expire July, 2025:

Hiram Lupton, At Large
Maurice Benton, Township 3

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

BE IT RESOLVED, the following individuals are reappointed to the Pamlico County Planning Board with a term to expire July, 2023:

Denard Potter, Township 1
Carl Ollison, Township 4
Dr. Vernon Rose, Township 5

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

BE IT RESOLVED, Commissioner Kari Forrest is hereby appointed to the Pamlico County Planning Board, At-Large, with a term to expire July 2025.

On a motion made by Commissioner Kari Forrest and seconded by Commissioner Candy Bohmert, the Board met into closed session to discuss personnel pursuant to NCGS §143-318.11(a)(6).

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the Board went back into open session.

No action was taken in closed session.

There being no further business, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Kari Forrest, the Board adjourned until Monday, September 20, 2021, at 7:00 pm.

Chairman

Interim Clerk to the Board