



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 06, 2021**

The Pamlico County Board of Commissioners met in regular session on Monday, December 06, 2021 at 7:00 pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Missy Baskervill, Kari Forrest, Candy Bohmert, Doug Brinson, Pat Prescott and Carl Ollison were present. Commissioner Ed Riggs was not in attendance. Also present were County Attorney Dave Baxter, County Manager Tim Buck, and Clerk to the Board Chantelle Allison.

Chairman Doug Brinson called the meeting to order.

Rev. Grady Simpson led 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 Monday, November 15, 2021 regular session minutes. Commissioner Candy Bohmert suggested one correction, to which the Board agreed, then on a motion made by Commissioner Pat Prescott and seconded by Commissioner Carl Ollison, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Monday, November 15, 2021 meeting are hereby approved as amended, and the Chairman's signature is authorized thereon.

The Honorable Paul J. Delamar III issued the Oath of Office to Clerk to the Board – Chantelle Allison, Pamlico County Health Director – Melanie Campen, and Pamlico County Tax Administrator – Lauren Murray. [21-22-091]

Chairman Doug Brinson turned the meeting over to County Attorney Dave Baxter to conduct the election of Chairman and Vice-Chairman. Commissioner Doug Brinson was nominated as Chairman, and no other nominations were made for Chairman. Commissioner Ed Riggs was nominated for Vice-Chairman, and no other nominations were made for Vice-Chairman. County Attorney Dave Baxter announced Commissioners Brinson and Riggs as Chairman and Vice-Chairman respectively.

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

BE IT RESOLVED that County Attorney Dave Baxter, and County Manager Tim Buck, are hereby reaffirmed.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Kari Forrest, the following resolutions for Employee Recognition were unanimously approved. [21-22-092]

**RESOLUTION OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
HONORING THE SERVICE OF PAMLICO COUNTY HUMAN
SERVICES CENTER FAMILY AND CHILDREN'S MEDICAID WORKER,
DEBRA HASSELL**

WHEREAS, on June 18, 2018, Debra Hassell began employment with the Pamlico County Department of Social Services as a Family and Children's Medicaid Worker; and

WHEREAS, during her time with Pamlico County Department of Social Services, Ms. Hassell served in a critical role, evaluating and determining eligibility of lower income families for Medicaid Programs; and

WHEREAS, Ms. Hassell also assessed other needs for the families she served and made necessary referrals to other programs as needed; and

WHEREAS, Ms. Hassell worked for days in the emergency shelter during Hurricane Florence and assisted the Food and Nutrition Services with applications for Disaster Food Stamps afterwards; and

WHEREAS, Ms. Hassell serves as a great example of a public servant through her hard work and dedication to meeting the needs of Pamlico County residents, always with a smile on her face; and

NOW, THEREFORE, BE IT RESOLVED that the Pamlico County Board of Commissioners hereby recognizes Debra Hassell for her 3 years of exemplary service to Pamlico County.

BE IT FURTHER RESOLVED, that the Pamlico County Commissioners extends best wishes to Ms. Hassell upon her retirement in December 2021.

ADOPTED the 6th of December, 2021 by the Pamlico County Board of Commissioners.

**RESOLUTION OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
HONORING THE SERVICE OF PAMLICO COUNTY HUMAN SERVICES
CENTER PROGRAM MANAGER, SHEILA STANSBERRY**

WHEREAS, on July 08, 2008 Sheila Stansberry began employment with the Pamlico County Department of Social Services as a Children's Services Social Worker; and

WHEREAS, Ms. Stansberry was promoted to Children's Services Supervisor in June 2010; and

WHEREAS, Ms. Stansberry became the Adult Services Supervisor in March 2013; and

WHEREAS, Ms. Stansberry was promoted to Program Manager October 2016; and

WHEREAS, during her time with Pamlico County Department of Social Services, Ms. Stansberry has served on various committees and community boards as a representative of the Department of Social Services, including but not limited to the following: Juvenile Crime Prevention Committee, Religious Community Services, Pamlico Community Collaborative, Pamlico Partnership for Children, Local Interagency Coordinating Council, Community Child Protection Team, and the Child Fatality Task Force. As a representative on these committees, Ms. Stansberry advocated for the health and well-being of the citizens of Pamlico County; and

WHEREAS, Ms. Stansberry was certified to train residents to become foster parents; and

WHEREAS, Ms. Stansberry has served as a field instructor through East Carolina University's School of Social Work and supervised seven student interns from the bachelor and master programs since 2014 at the Department of Social Services; and

WHEREAS, Ms. Stansberry has worked in the emergency shelter during numerous hurricanes, assisting in the operations before, during and afterwards; and

WHEREAS, Ms. Stansberry serves as a great example of a public servant by always putting the citizens of Pamlico County 1st and doing whatever it takes to get the job done; and

NOW, THEREFORE, BE IT RESOLVED that the Pamlico County Board of Commissioners hereby recognizes Sheila Stansberry for her 13 years of exemplary service to Pamlico County.

BE IT FURTHER RESOLVED, that the Pamlico County Commissioners extends best wishes to Ms. Stansberry upon her retirement in December 2021.

ADOPTED the 6th of December, 2021 by the Pamlico County Board of Commissioners.

Chairman Doug Brinson recognized Ms. Katherine Clowers to give the Board a presentation on the Craven-Pamlico Regional Library. The Board commended Ms. Clowers on her efforts in seeking grants for new Virtual Reality equipment, Wi-Fi Hotspots, Chromebooks, and other items made available through available grant programs. [21-22-093]

Chairman Doug Brinson recognized Health Director – Melanie Campen to present the Health Department Report. She provided several pieces of documentation which were distributed to the Board Members. The documentation included: a graph regarding On-Site Applications received throughout 2021, a spreadsheet regarding Food and Lodging permitting activities, and a Report of WIC appointments that took place in this past quarter.

An update on Accreditation was given. She stated that the Virtual Site Visit for Accreditation would take place on January 13, 2022. She also stated that two board members are required to attend the governing board interview portion of the Site Visit. Only a couple of documents are left to be submitted to the Dashboard.

She then discussed new staff recruitment and expectations going forward; a new E.H. staff member -already hired, a new PHN CD Nurse that's start date is on January 3rd, the advertising being done for a WIC/Maternal Health/Family Planning PHN -one possible recruit might be found already for this position, and future hopes to allocate funds to hire a Health Educator.

Director Campen discussed the activities and revenue received for E.H. Programs, WIC, and Clinic Programs. Then an update on COVID/Flu was given including information regarding Vaccinations, Booster shots for COVID, and that Flu shots are now available. She stated that Pamlico County's Total Population Vaccination Status is at 57% -or 7,315 people- having at least one dose and 55% -or 6,961 people- being fully vaccinated against the COVID Virus.

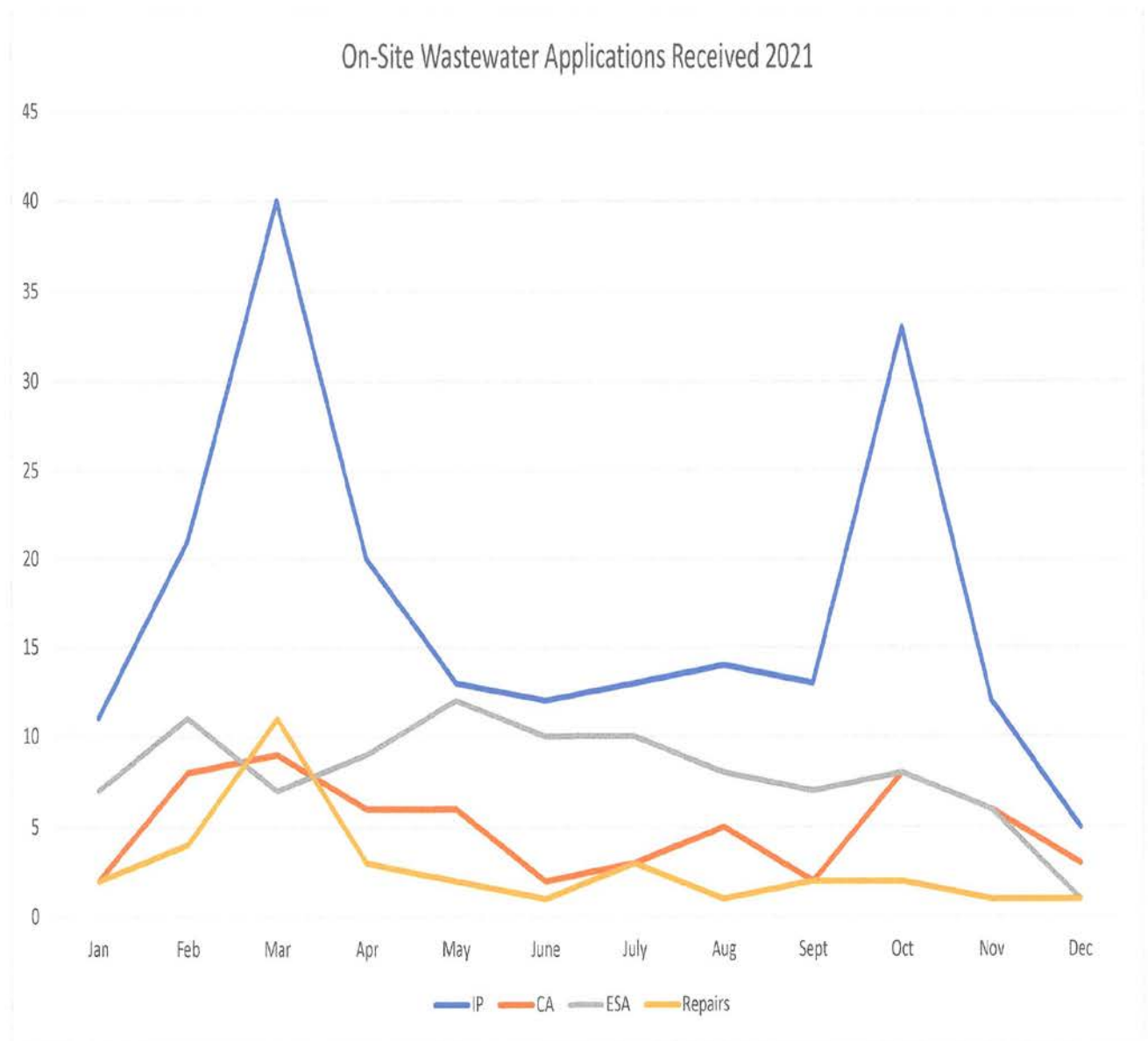
She also mentioned a grant of additional funding that will be received by PCHD and her plans going forward as Health Director and moving out of the E.H. Offices. [21-22-094]



***Pamlico County Health Department
Board of Health
December 6, 2021***

AGENDA-QUARTERLY UPDATE

1. Health Department Updates
 - i. Accreditation Update
 - ii. Staffing/Positions/Interviews
- b. Environmental Health
 - i. Staffing
 1. New Hire.
 - ii. Monies/Activities:
 1. All EH monies/fees received, YTD \$91,335, past quarter \$22,550
 2. Activities: YTD: 207 IP, 60 CA, 96 ESA, 33 REPAIRS, 22 WELLS, 32 Water Samples. Past Quarter: 61 IP, 18 CA, 22 ESA, 6 REPAIRS, 5 WELLS, 12 WATER SAMPLES
- c. WIC
 - i. See Attached quarterly report
 - ii. Pamlico Presents for Kids on the 15th & 16th. WIC is donating 4 car seats and helmets.
- d. Clinic
 - i. Quarterly, Clinic has taken in \$345 and Medicaid has taken \$688.82
2. Covid/Flu Information
 1. Vaccinations
 2. Boosters
 3. FLU
 4. Pamlico County Total Population Vaccination Status:
 - a. Vaccinated with at least ONE dose: 7,315 (57%)
 - b. Vaccinated fully: 6,961 (55%)
3. Additional Funding
 - a. Grant of \$140,000 for Covid related items
4. Health Director
 - a. Plans to be relocated fully to Health Department by the end of January
5. Questions:



COUNTY: 069

Category: 1

Facility Id	Curr	Facility Name	Cate	Permit Date	Address	City	July-June		
069-01-0183	A	MCDONALDS	1	04-05-2013	11452 NC HWY	GRANTSBO	A	12-31-2020	
069-01-0201	A	ORIENTAL DELI AND SUBS	1	06-01-2016	807 BROAD ST	ORIENTAL	A	02-20-2021	
069-01-0212	A	SWEET ANNIE'S COFFEE AND	1	01-22-2020	210 VANDEME	BAYBORO	A	12-31-2020	
069-01-0215	A	RICK'S NC BBQ	1	02-10-2021	802 BROAD STR	ORIENTAL	C	02-26-2021	
069-01-0216	U	GARY'S DOWN EAST SEAFOO	1	05-05-2021	7610 HWY 306	ARAPAHOE	U	05-26-2021	
069-02-0041	A	SPEEDWAY 8262	1	01-18-2011	10816 NC HWY	GRANTSBO	A	04-29-2021	
069-02-0042	H	HANDY MART 169	1	08-17-2011	13841 HWY 55	ALLIANCE	A	04-29-2021	
069-02-0048	A	FOOD LION PRODUCE #981	1	01-30-2015	11560-N HWY 5	GRANTSBO	A	05-30-2021	
069-02-0050	A	FLAMINGO GRILL	1	04-15-2021	6405 HWY 304	BAYBORO	A	05-14-2021	
069-03-0012	A	BJ'S FUNNEL CAKES	1	12-31-2020	7483 KERSHAW	ARAPAHOE	A	04-09-2021	
069-03-0013	A	ROADSIDE DOGS	1	05-11-2021	PO BOX1007	ORIENTAL	A	06-23-2021	
069-16-0000	A	GRANTS BROOK KITCHEN	1	10-17-2003	290 KEEL ROAD	GRANTSBO	A	03-26-2021	
069-16-0002	A	GARDENS ON PAMLICO	1	02-12-2004	22 MAGNOLIA	GRANTSBO	A	03-26-2021	
069-23-0008	A	THE INN AT ORIENTAL	1	12-01-2015	508 CHURCH ST	ORIENTAL	A	03-31-2021	
069-23-0009	M	MAGNOLIA HOUSE	1		505 BROAD STR	ORIENTAL	A	03-05-2021	
069-23-0011	A	THE CARTWRIGHT HOUSE	1	03-08-2021	301 FREEMASO	ORIENTAL	A	04-08-2021	
069-26-0000	A	CAMP CAROLINE	1	05-18-2009	3398 JANEIRO	ARAPAHOE	A	06-16-2021	
069-26-0001	A	CAMP DON LEE	1	03-06-2009	315 CAMP DON	ARAPAHOE	A	07-21-2020	
069-26-0002	A	CAMP SEAFARER	1	05-19-2009	2744 SEAFARER	ARAPAHOE	A	06-28-2021	
069-26-0003	A	CAMP SEAGULL	1	05-19-2009	218 SEAGULL L	ARAPAHOE	A	06-29-2021	
Category:	2								
Facility Id	Curr	Facility Name	Cate	Permit Date	Address	City	First		Second
069-01-0007	H	GARY'S DOWN EAST SEAFO	2	12-12-1991	7610 HWY. 306	ARAPAHOE	H	12-29-2020	H 02-28-2021
069-01-0065	A	LITTLE ITALY PIZZA	2	08-21-1998	12268 HWY 55	ALLIANCE	A	12-05-2020	A 02-28-2021
069-01-0144	H	PIGGLY WIGGLY	2	04-19-2004	10742 HWY 55	GRANTSBO	H	closing activity: 0	H 07-08-2020
069-01-0147	A	TOUCAN GRILL & FRESH BAR	2	07-09-2004	103 WALL STRE	ORIENTAL	A	01-10-2021	A 02-14-2021

069-01-0149	A	AGGIE'S STEAK SUBS	2	02-14-2005	13442 NC HWY	BAYBORO	A	12-31-2020	A	04-29-2021
069-01-0152	A	M & M'S INC. DBA M & M'S C	2	08-30-2005	205 S. WATER S	ORIENTAL	C	closing activity: 1	A	02-20-2021
069-01-0170	B	DON LEE CENTER	2	03-06-2009	315 CAMP DON	ARAPAHOE	C	closing activity: 0	C	07-21-2020
069-01-0174	A	BOJANGLES #47	2	05-21-2010	10765 NC 55 HWY	GRANTSBO	A	02-28-2021	A	05-02-2021
069-01-0175	A	DHILLON SUBWAY INC.	2	01-20-2011	11560 HWY 55	GRANTSBO	A	12-05-2020	A	02-16-2021
069-01-0179	A	THE SILOS/SOUTHERN PALACE	2	07-31-2012	1111 BROAD ST	ORIENTAL	C	07-14-2020	A	02-13-2021
069-01-0185	A	BRANTLEY'S VILLAGE RESTAUR	2	05-06-2013	900 BROAD ST.	ORIENTAL	A	07-23-2020	A	12-30-2020
069-01-0198	A	GREAT WALL	2	03-28-2016	11560 HWY 55	GRANTSBO	A	11-03-2020	A	02-13-2021
069-01-0202	A	ORIENTAL DRAGON CAFE	2	07-08-2016	1400 B BROAD	ORIENTAL	A	12-30-2020	A	06-23-2021
069-01-0203	A	MAYO'S SEAFOOD RESTAURANT	2	07-22-2016	13533 NC HWY	BAYBORO	C	07-22-2020	A	02-13-2021
069-01-0204	H	SHOP QUICK	2	08-18-2016	15818 HWY 55	BAYBORO	H	closing activity: 0	H	closing activity:
069-01-0208	A	YAWL'S CAFE	2	12-21-2017	468-A HORBOR	ORIENTAL	A	01-10-2021	A	02-14-2021
069-01-0211	A	CHARLIE'S	2	01-06-2020	14469 HWY 55	BAYBORO	A	09-28-2020	A	01-31-2021
069-01-0213	A	LIVE OAK GRILL	2	07-02-2020	806 COUNTRY C	ARAPAHOE	A	05-26-2021	A	05-26-2021
069-01-0214	A	M & A SHOP QUICK	2	09-11-2020	15818 HWY 55	BAYBORO	A	12-31-2020	A	06-25-2021
069-02-0028	A	FOOD LION DELI #981	2	01-12-2004	11560 N. HWY.	GRANTSBO	A	12-13-2020	A	05-02-2021
069-02-0037	A	J & S	2	01-15-2007	14178 HWY 55	BAYBORO/	A	12-29-2020	A	04-29-2021
069-02-0044	C	CATERING BY MARY ELLEN	2	04-09-2013	1105 BROAD ST	ORIENTAL	A	07-07-2020	A	01-14-2021
069-02-0046	A	WALMART 7238	2	07-07-2014	11233 B NC HW	GRANTSBO	A	01-31-2021	A	05-02-2021
069-02-0049	H	ORIENTAL MINI MART	2	09-13-2016	902 BROAD ST	ORIENTAL	A	07-07-2020	A	02-14-2021
069-11-0001	A	FRED A ANDERSON	2	03-19-1991	515 ANDERSON	BAYBORO	B	closing activity: 0	B	08-18-2020
069-11-0002	A	PAMLICO JR HIGH SCHOOL	2	12-29-1991	15526 NC HWY	BAYBORO	B	closing activity: 0	B	09-30-2020
069-11-0004	A	ARAPAHOE CHARTER LUNCH	2	02-12-1998	9005 HWY 306	ARAPAHOE	B	closing activity: 0	B	08-18-2020
069-11-0006	A	PAMLICO PRIMARY SCHOOL	2	08-15-1998	323 NEALS CRE	BAYBORO	B	closing activity: 0	B	09-30-2020
069-11-0007	A	PCHS LUNCHROOM	2	08-22-2008	601 MAIN STRE	BAYBORO	B	closing activity: 0	B	08-19-2020
069-26-0005	A	CAMP VANDEMERE	2	06-02-2016	215 N. THIRD S	VANDEMERE	C	closing activity: 0	A	05-28-2021
069-30-0011	A	FOOD LION MEAT MARKET	2	06-30-2000	11560 HWY 55	GRANTSBO	A	07-29-2020	A	12-13-2020
069-30-0012	H	PIGGLY WIGGLY MEAT MARK	2	04-19-2004	10742 HWY 55	GRANTSBO	H	closing activity: 0	H	10-13-2020
069-30-0013	A	PIGGLY WIGGLY MEAT MARK	2	07-14-2016	1400 B BROAD	ORIENTAL	A	08-19-2020	A	12-30-2020

Total Facilities: 53 Total Inspection Required : 74 Total Inspected: 74

Compliance: 100

Summary Clinic Daily Appointment Schedule

Report Date: 12/06/2021

North Carolina WIC Program

Data Updated: 12/6/2021

Date Range: 09/01/2021 - 12/30/2021

RDD: 1.9.4.1.4

Clinic(s): All

Local Agency: 069 - Pamlico County							
Clinic: 069-01 - Pamlico - Bayboro							
Appointment Type	Total By Phone	Percent by Phone	Total Online	Percent Online	Total in Person	Percent in Person	Total Appointments by Type
Breastfeeding	28	6%	0	0%	2	0%	30
Food Benefit Issuance	222	45%	0	0%	5	1%	227
Initial Certification	14	3%	0	0%	16	3%	30
Low Risk Follow-up	2	0%	0	0%	0	0%	2
Mid-Certification Assessment	87	18%	0	0%	2	0%	89
Nutrition Education - Individual	32	7%	0	0%	2	0%	34
Subsequent Certification	68	14%	0	0%	12	2%	80
Clinic Totals:	453	92%	0	0%	39	8%	

Total by all Appointment Types:

492

There were no members of the public to speak during public comment period.

Chairman Doug Brinson asked if there were any additions and/or deletions to the agenda. There were none.

The Board then turned their attention to the Consent Agenda.

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

BE IT RESOLVED, the following Budget Amendments are hereby approved. [21-22-095]

<i>Department:</i> Water Department			#22-046
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 2021-2022			
ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT (+)	AMOUNT (-)
NUMBER		INCREASED	DECREASED
300600-400000	Miscellaneous Revenue	\$ 682.19	
307140-529000	Departmental Supplies	\$ 682.19	
<i>Reason for Budget Revision:</i> To recognize revenue received from Sims Metal and increase departmental supplies line.			

<i>Department:</i> Health Department			#22-047
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 2021-2022			
ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT (+)	AMOUNT (-)
NUMBER		INCREASED	DECREASED
100211-435516	716 COVID 19 Vaccine Revenue	\$ 140,247.00	
105117-512100	Salaries & Wages	\$ 10,000.00	
105117-529000	Departmental Supplies	\$ 65,123.50	
105117-519900	Contracted Services	\$ 65,123.50	
<i>Reason for Budget Revision:</i> To prevent, prepare and respond to COVID.			

Department: Animal Control

#22-048

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 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-400000	Miscellaneous Revenue	\$ 300.00	
104380-519900	Contracted Services	\$ 300.00	

Reason for Budget Revision: To recognize HOSA Scholarship funds and increase Animal Control contracted services line.

Department: Sheriff Department

#22-049

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 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100600-400000	Miscellaneous Revenue	\$ 4,211.29	
104310-539800	Drug Enforcement	\$ 4,211.29	

Reason for Budget Revision: To recognize donation received by Sheriff Dept. and increase drug enforcement line.

Department: DSS

#22-050

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 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105481-500022	LIHWAP Expense	\$ 22,353.00	
100212-435482	Low Income Household Water	\$ 22,353.00	

Reason for Budget Revision: To reflect actual money received from the state new LIHWAP Program.

Department: Health Department

#22-051

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 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105180-512100	Salaries & Wages		\$ 30,000.00
105180-519900	Contracted Services	\$ 28,000.00	
105180-529000	Departmental Supplies	\$ 2,000.00	

Reason for Budget Revision: To cover contract personnel.

Department: Sheriff Department

#22-053

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 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100213-434328	Controlled Substance-Restricted	\$ 875.06	
104310-539801	Controlled Substance-Expense	\$ 875.06	

Reason for Budget Revision: To recognize controlled substance revenue and increase associated expenditure line.

Department: Sheriff Department

#22-054

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 2021-2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100226-403253	ABC Law Enforcement	\$ 1,484.00	
104310-539801	Controlled Substance-Expense	\$ 1,484.00	

Reason for Budget Revision: To recognize revenue and increase associated expenditure line.

BE IT RESOLVED, the request for approval to continue employment for Personnel Director – Stephanie Hucks through January 2022 as an on/off-site position with reimbursement of travel/lodging is hereby approved. [21-22-096]

BE IT RESOLVED, the requests for approval from Fire Marshall – Chris Murray for equipment lease agreements are hereby approved and the Chairman’s signature is authorized thereon. [21-22-098]

BE IT RESOLVED, the request for approval from Health Director – Melanie Campen to continue the interim pay for Dawn Jones through January 31, 2022 is hereby approved. [21-22-099]

BE IT RESOLVED, the request for approval from the Water Committee for the purchase of Telemetry and to repair the Booster Pump Impellers is hereby approved. [21-22-100]

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

BE IT RESOLVED, the request for approval from Sheriff Davis to reclassify one Deputy Position to Investigator and to offer a starting pay of \$45,000 is hereby approved. [21-22-097]

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Pat Prescott, Commissioner Candy Bohmert would recuse herself from the vote on the following topic regarding Pamlico Soil and Water. The motion was unanimously approved.

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

BE IT RESOLVED, the request for approval from Pamlico Soil and Water for a \$5,000 allocation for beaver abatement, and a Budget Amendment/line item change to purchase a Mud Motor for the boat at a cost not to exceed \$11,000, to be reimbursed by funds from the Storm Debris Removal Grant, is hereby approved. [21-22-101]

The Board then turned their attention to the Correspondence Agenda.

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

BE IT RESOLVED, the request for approval from Tax Administrator – Lauren Murray to relocate the GIS Coordinator position from Building Inspections back to the Tax Department, and to advertise the open position at its current salary range is hereby approved. [21-22-102]

The Board of Commissioners discussed a request regarding a contribution to the Pamlico County Disaster Recovery Coalition. No motions were made, and no votes were taken.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert, the following roll call vote was taken to go into closed session pursuant to NCGS § 143-

318.11(a)(3)(5)(6) to discuss personnel and a contract with the County Manager: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, and Prescott. Nays: None. Absent: Commissioners Ollison and Riggs. [21-22-104]

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert, the following roll call vote was taken to go back into open session: Ayes: Commissioners Baskervill, Bohmert, Brinson, Forrest, Ollison, and Prescott. Nays: None. Absent: Commissioner Riggs.

No action was taken in closed session.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Pat Prescott, the request for approval of a contract with the County Manager was tabled for further discussion. The motion was unanimously approved. [21-22-105]

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the January 2022 Regular Session Meetings of the Pamlico County Board of Commissioners will be held on Monday, January 3, 2022 and Tuesday, January 18, 2022. The motion was unanimously approved.

There being no further business, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the Board adjourned until Monday, January 3, 2022 at 7:00 pm.

Chairman

Clerk to the Board