REGULAR SESSION MINUTES OF THE

PAMLICO COUNTY BOARD OF COMMISSIONERS

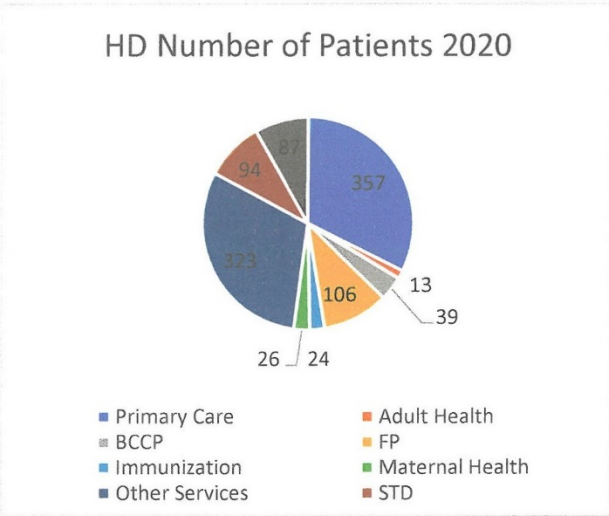
TUESDAY, JANUARY 18, 2022

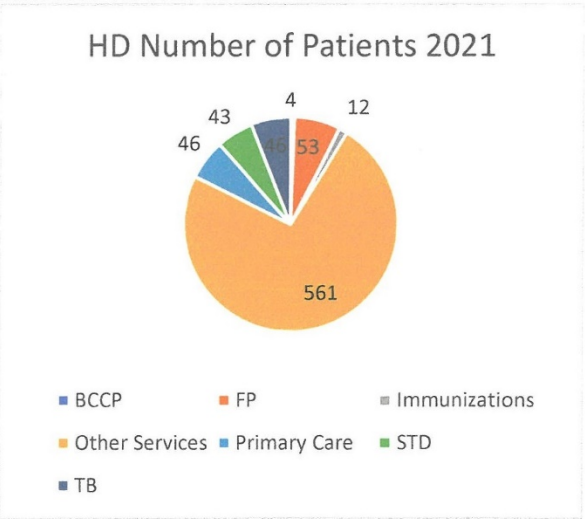
The Pamlico County Board of Commissioners met in regular session on Tuesday, January 18, 2022 at 7:00 pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Kari Forrest, Candy Bohmert, Doug Brinson, Ed Riggs, and Carl Ollison were present. Also present were County Manager Tim Buck, Finance Director Bill Fentress, Clerk to the Board Chantelle Allison, Health Director Melanie Campen, and Public Services Director Jeremy Forbes. County Attorney Dave Baxter was present remotely through Zoom. Commissioners Missy Baskervill and Pat Prescott were not in attendance.

Chairman Doug Brinson determined a quorum to be present, called the meeting to order, and led the assemblage in the Pledge of Allegiance.

Chairman Doug Brinson recognized Health Director – Melanie Campen to present the Health Department Report. [21-22-119]

PAMLICO COUNTY HEALTH DEPARTMENT YEAR IN REVIEW 2021





2020 Program	# Patients	# Visits	# Billable Procedures
BCCP	39	40	90
Immunization	24	24	78
Maternal Health	26	26	75
Other Services	323	340	594
Primary Care	357	365	775
STD	94	101	408
Tuberculosis	87	101	153
Adult Health	13	13	27
Family Planning	106	108	327
TOTALS	**1069**	**1118**	**2527**

2021 Program	# Patients	# Visits	# Billable Procedures
BCCP	4	4	7
Immunization	12	12	38
Maternal Health	0	0	0
Other Services	561	588	1077
Primary Care	46	48	152
STD	43	47	159
Tuberculosis	46	46	47
Adult Health	0	0	0
Family Planning	53	53	148
TOTALS	**765**	**798**	**1628**

The Pamlico County Health Department saw a decrease of approximately 28% in the number of patients seen from 2020 to 2021. Covid-19 vaccinations attributed to this decrease along with the one nurse being out on FMLA for twelve (12) weeks. PCHD started vaccinating against Covid on December 23, 2020 and continues to vaccinate. Testing for the virus started a few months prior to the vaccination startup. We partnered with Vidant Health Center to do a popup vaccination clinic held at the Pamlico Community College. We did have many Hispanics to get vaccinated due to a bi-lingual employee translating and home visits were made when individuals were unable to be transported to the clinic.

Listed are events that happened in calendar year 2021:

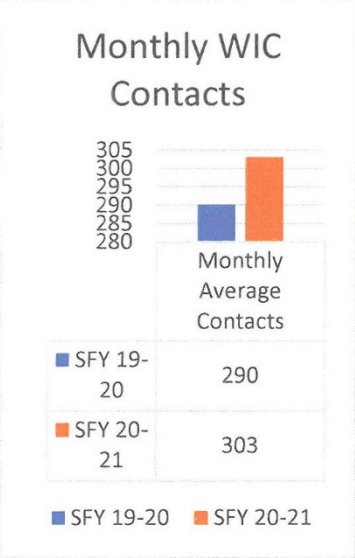
- Health Director, Scott Lenhart, retired in July.
- Melanie Campen named as Interim Health Director until accepting the full-time position.
- Pat Bragg, PA IV, retired after 30 years of employment.
- New Nursing Supervisor, Lynn Hardison, hired.
- Hired 2 Processing Assistants IV (front desk and billing clerk).
- New WIC Director hired and will be handling Family Planning and Maternal Health, illuminating costly contract with Nutrition Plus.
- Accreditation for 2018 cycle completed and approved.
- Hired new Physician Assistant (under contract) to treat symptomatic STDs and symptomatic Covid's working a maximum 50 hours per month.
- Purchased computers, software, office equipment with Covid monies given by the State.
- WIC continues to distribute car seats and helmets and participates with Pamlico Presents for Kids.
- WIC received only 2 demerits during their yearly audit and was acknowledge with a plaque during a staff meeting for their continued work ethic. Using a bi-lingual employee, WIC can better serve the Hispanic population. They make store visits with translator and participant to show how their program works.
- Storage building was cleaned out and fixed and is now being used.
- Several room renovations at the Health Department have taken place using State Funds.

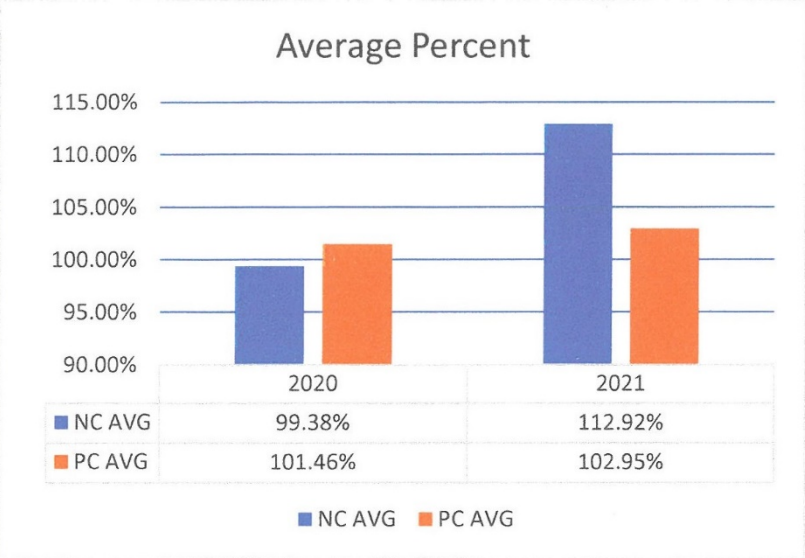
Listed are goals for the calendar year 2022:

- Continue with renovations to the Health Department.
- Continue to promote Covid Vaccinations and testing.
- Work on bettering relations with Community Partners.
- Increase community outreach events.
- Prepare for 2022 Accreditation Site Visit.
- Find Partners with mental/behavioral health support.
- Contract with LabCorp or Quest to receive microscope for wet-preps.
- Plan/implement EPI Team meetings as required.
- Update Preparedness Program.
- Have an EHS licensed in Pesticides.
- Advertise for Health Educator.
- Advertise for Environmental Health Coordinator.
- Continue to decrease EH backlog with the use of Contract Workers until 3-4 weeks out.

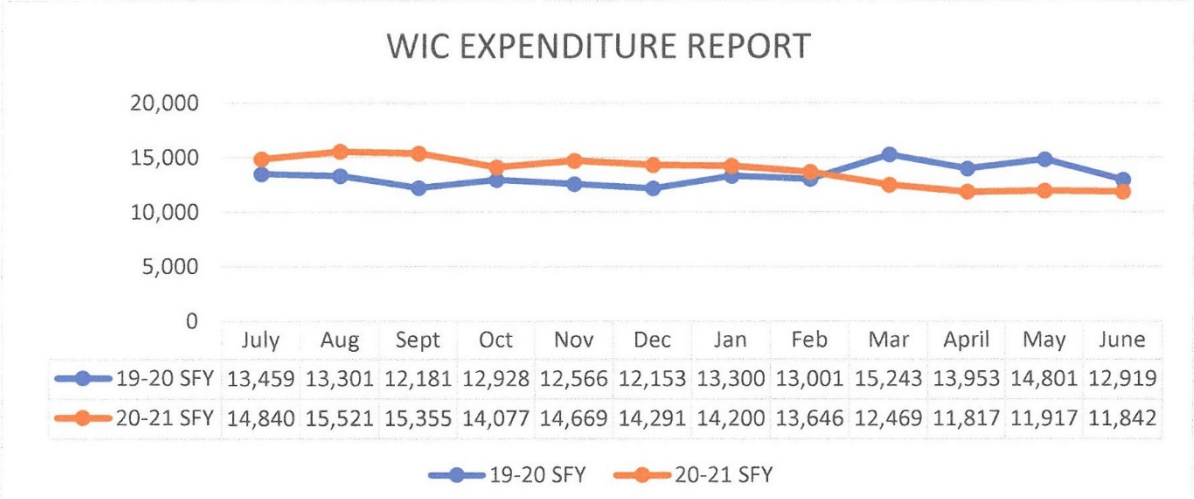
- Purchase 2 Computer on Wheels for clinic.
- Work on increasing the image of the Pamlico County Health Department by advertising our services.

PAMLICO COUNTY HEALTH DEPARTMENT YEAR IN REVIEW 2021





Monthly average WIC State Fiscal Year 19-20 participate contacts versus 20-21 numbers. The second chart compares our averages to the State for both Fiscal Years.



Monthly expenditures include redemptions from eWIC Electronic Benefits Transfer (EBT) transactions.

The State Fiscal Year 2019-2020 expenditures for Pamlico County were approximately $160,811. In the State Fiscal Year 2020-2021, expenditures were approximately $164,649. That is a slight increase, however, there seems to be a declining trend. This is probably a result of losing two vendors, The Piggly Wiggly in Grantsboro and the Piggly Wiggly in Oriental. That brings our numbers of vendors down to two. The WIC department is trying to get the Dollar General stores and the Family Dollar stores to enlist as vendors to increase our number of vendors available to seven total.

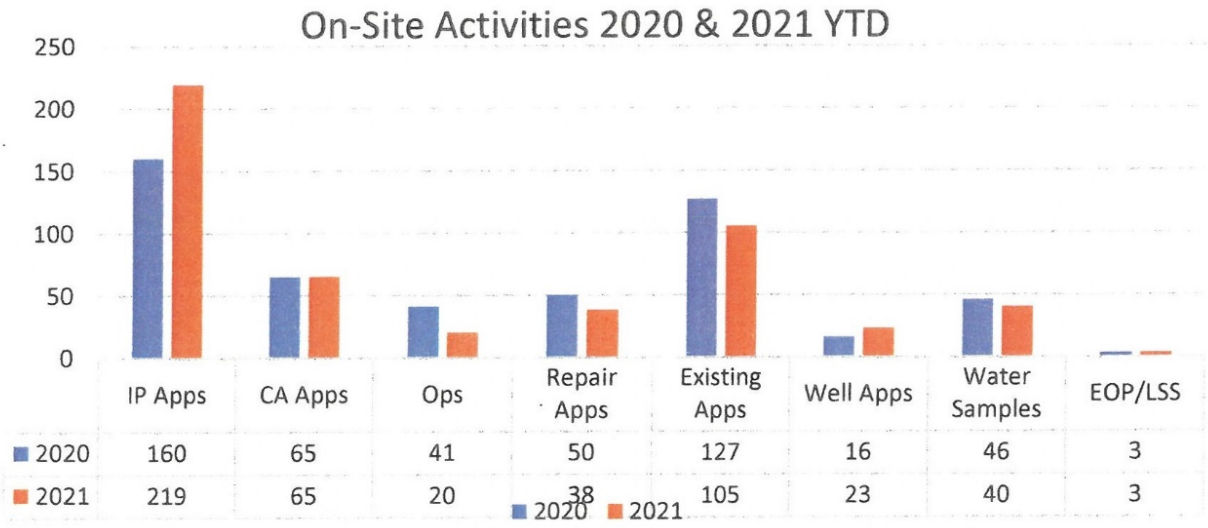
PAMLICO COUNTY HEALTH DEPARTMENT YEAR IN REVIEW 2021

COVID VACCINATION NUMBERS 1/12/22

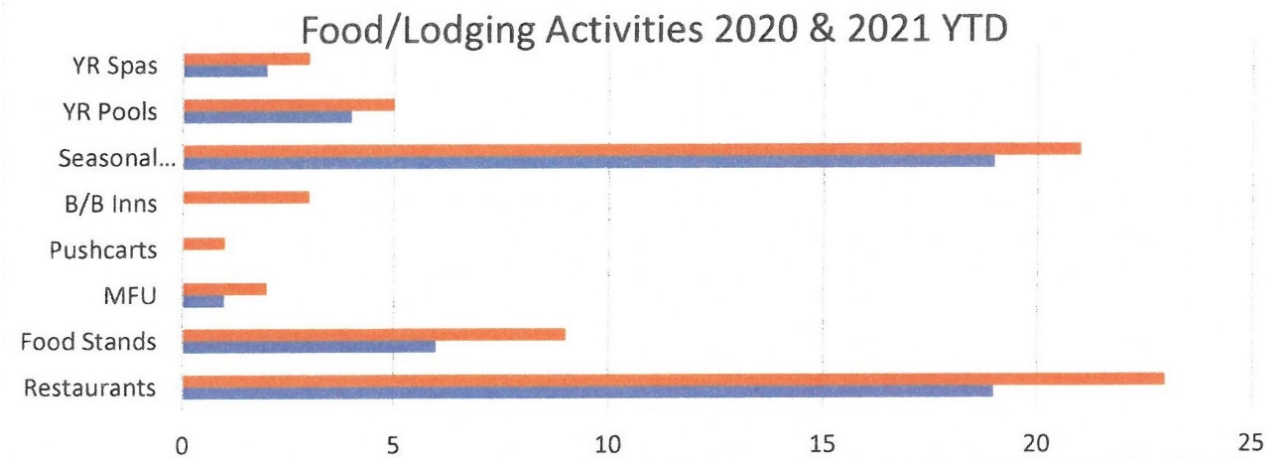
Vaccine-Moderna	PCHD	Pamlico	Totals/%
1st Dose	3,187	5,537	8,724/68.6%
2nd Dose	3,049	3,809	6,858/53.9%
3rd Dose	680	1,303	1,983/28.9%
4th Dose	3		

DVMS data and CDC Covid Data Tracker

Pamlico County Health Department continues to promote vaccinations and booster shots. We will PCR test symptomatic individuals and asymptomatic if the individual meets certain criteria. The later, the State will accept. If the individual cannot provide proof of a household positive PCR, the Health Department assumes the costs and using a private lab. NC Dashboard is reporting that Pamlico County has had a total number of positives at 1,979 and total numbers of deaths from Covid at 27.



	IP Apps	CA Apps	Ops	Repair Apps	Existing Apps	Well Apps	Water Samples	EOP/LSS
2020	160	65	41	50	127	16	46	3
2021	219	65	20	38	105	23	40	3



	Restaurants	Food Stands	MFU	Pushcarts	B/B Inns	Seasonal Pools	YR Pools	YR Spas
2021	23	9	2	1	3	21	5	3
2020	19	6	1	0	0	19	4	2

In 2021, Environmental Health has seen an increase in activities and applications. As you can see, the number of Improvement permits increased, which caused a longer backlog for permits. Environmental Health had one individual authorized in On-Site Wastewater Protection and Food & Lodging. As you are aware, one REHS was out on FMLA. The other individual was tasked with serving all programs along with being asked to be Interim Health Director. Contract workers were brought in to help fill the void and EH is back on track. I would like to point out the decrease in Operation Permits. I feel this reflects the demand for construction materials and a decrease in the construction workforce. The Food and Lodging facilities have increased as well, which shows the County is growing. Not included in the chart are: Catered Elderly Nutrition Sites, Public School Lunchrooms and Buildings, Nursing Home Food Service and Buildings, Resident Camps, Meat Markets, Child Day Cares, Residential Care, and Local Confinement. Those numbers stayed the same. Overall, approximately 122 F/L inspections occurred in 2020 and 150 inspections in 2021. Several plan reviews for food facilities are still open along with a pool and a spa plan review. Last year, F&L accomplished 100% compliant inspections! EH has welcomed a new employee tasked as the On-Site Wastewater Protection Specialist. We will be advertising for an EH Coordinator ASAP.

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Chairman Doug Brinson asked if there were any additions and/or deletions to the agenda, and there were no motions made.

The Board then turned their attention to the Consent Agenda.

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

BE IT RESOLVED, the request from the Health Department for approval to extend the interim pay through January 31, 2022 for Dawn Jones, Melanie Campen, and Stormy Meadows, is hereby approved. [21-22-120]

BE IT RESOLVED, the request from the Health Department for approval to contract with Ms. Peggy McMillen to provide Family Nurse Practitioner Services at a rate of $50.00 per hour, not to exceed 600 hours per year, is hereby approved. [21-22-121]

BE IT RESOLVED, the request for approval to extend the employment tenure for Personnel Director Stephanie Hucks through February 28, 2022 and continue reimbursing expenses as previously agreed upon, is hereby approved. [21-22-122]

BE IT RESOLVED, the request from Sheriff Davis for approval to enter an agreement with Summerill Law Firm, PLLC for Federal Inmate Contract Negotiation Services, is hereby approved. [21-22-124]

summerill

federal IGA solutions for local jails

1250 Connecticut Avenue, NW
Suite 700
Washington, DC 20036

Office: 202-261-6540

joseph@summerill.net

January 10, 2022

Sheriff Chris Davis
Pamlico County Sheriff's Office
200 Main Street
Bayboro, NC 28515

Subject: PROPOSAL TO Assist Pamlico County Sheriff Prepare / Submit Application To US Marshals Service and Then Negotiate New Per Diem Under Intergovernmental Service Agreement #56-92-0022

Sheriff Davis:

Thank you for considering the Summerill Law Firm, PLLC for preparing / submitting an application to the U.S. Marshals Service (USMS) and then negotiating a new per diem rate for Intergovernmental Service Agreement (IGA) #56-92-0022. This proposal, if accepted, will serve as the contract between The Summerill Law Firm, PLLC and Pamlico County, NC for this project.

SCOPE OF WORK FOR THE PAMLICO COUNTY PROJECT.

- The Summerill Law Firm, PLLC shall work with the Pamlico County Sheriff Office to collect all allowable and allocable economic data regarding the costs associated with the current and future operation of the Pamlico County Jail.

- Mr. Summerill's team will then build the Jail's new federal per diem rate in compliance with the U.S. Office of Management & Budget Circular 200; Chapter XXVIII – Department of Justice (2 CFR 200); and Section 119 of the Department of Justice Appropriations Act of 2001 (Public Law 106-553). We will also calculate a new guard hour rate for video courtroom services; transportation services; and hospital guard services.

- Mr. Summerill will then present to the Sheriff a draft application to submit to USMS. We will also research neighboring Federal per diem rates and make a strategic recommendation regarding the submittal of the Sheriff's application to USMS.

If Pamlico County chooses not to submit to USMS the application prepared by Summerill, then no fee shall be paid to the Summerill Law Firm, PLLC. Under such circumstances, all our work product shall remain the exclusive property of the Summerill Law Firm, PLLC.

- Upon the Sheriff's approval, Mr. Summerill will then upload the supporting cost data for the application into the USMS eIGA cloud account and start working with USMS officials to ensure that the Sheriff's application is reviewed and negotiated in a timely manner.

- The USMS grants officer will represent the Federal government in the negotiation of the new per diem rate. Typically, she needs at least 30 days to review our cost data, during which time we answer all questions raised by her regarding the application.

- Mr. Summerill will then partner with the Sheriff's Office to conduct the actual negotiations with USMS. During these negotiations, Summerill will supply USMS with all necessary data and all back up material to support the per diem rate request.

- Once the USMS grants officer determines a new per diem rate, Summerill will review that offer with the Sheriff and make a recommendation as to whether or not Pamlico County should accept the offer or, instead, continue negotiations. Once Pamlico County and USMS agree upon new rates, Summerill will work with the USMS grants officer to answer any remaining questions during the finalization process.

If Pamlico County chooses not to execute the new IGA with USMS for whatever reason, then no fee shall be paid to the Summerill Law Firm, PLLC. Under such circumstances, all our work product shall remain the exclusive property of the Summerill Law Firm, PLLC.

ADVISORY TEAM FOR THE PAMLICO COUNTY PROJECT.

For this project, the advisory team will be made up:

Joe Summerill is the Managing Principal of the Summerill Law Firm, PLLC. Joe specializes in federal government contract legal issues related to the DOJ's United States Marshals Service and the DHS' Immigration and Customs Enforcement. Before entering private practice, Mr. Summerill was the chief contracts attorney for the U.S. Department of Justice, Federal Bureau of Prisons, where he negotiated contracts and intergovernmental service agreements.

Michele Sharpe is the Senior Paralegal & Senior Grants Specialist. Michele specializes in the preparation and submission of Intergovernmental Service Agreement applications to the US Marshals Service and Immigration & Customs Enforcement.

GOALS OF PAMLICO COUNTY PROJECT.

U.S. Marshals (USMS) prisoners are housed in the Pamlico County Jail pursuant to Inter-Governmental Agreement (IGA) # 52-92-0022 which was last negotiated / updated in August 2016. At that time, the County agreed to a per diem rate of $60.00 per federal prisoner per day. The County also agreed to a transportation / guard service rate.

Based on recent per diem rate negotiations that we have concluded for other Sheriffs, we are now predicting a new USMS per diem rate that is at least $80.00. We will also calculate a new transport / video rate for the Sheriff. Based on an ADP of 65 USMS prisoners, Pamlico County will generate approximately $474 K in new additional annual revenue with a new per diem rate of $80.00.

If the Sheriff chooses an IGA term of 36 months, then the County will generate $1.4 M in new revenue over agreement's life.

TIME FRAME FOR THE PAMLICO COUNTY PROJECT.

From the date of engagement until the date that Pamlico County executes a new USMS IGA is typically 90 to 110 days. If hired in January 2022, Mr. Summerill anticipates the new per diem rate in place by April 1, 2022.

COMPENSATION FOR THE PAMLICO COUNTY PROJECT.

In consideration for the scope of work described above, the Parties agree that the Summerill Law Firm, PLLC shall be paid a fee equal to ninety (90) calendar days' worth of the difference between the amount the Pamlico County invoices the federal government under the new IGA per diem rate / transport / hospital guard service rate, and the amount the County would have otherwise invoiced the federal government under its current IGA per diem rate of $60.00.

If the Summerill Law Firm, PLLC cannot negotiate a per diem rate higher than $60.00, than no fee shall be paid to them.

After ninety (90) calendar days, Pamlico County shall identify for the Summerill Law Firm, PLLC the number of federal prisoners held in the Pamlico County Jail during the preceding ninety (90) calendar days for which Pamlico County received the increased per diem rate. The County shall also provide to Mr. Summerill the number of transportation / hospital guard service hours performed by the Jailer during the month.

Using this data, Mr. Summerill will then prepare and submit one invoice which shall state: "For Services Rendered to Pamlico County, North Carolina In Connection With the Formation and Execution of IGA #56-92-0022 Between Pamlico County and the U.S. Marshals Service."

Pamlico County shall pay Mr. Summerill's invoice within thirty (30) days of receipt.

WAIVER OF CONFLICTS.

In consideration for the services described above, the Parties agree that the Summerill Law Firm, PLLC, may represent other Counties (including North Carolina Counties) seeking to renegotiate IGA per diem rates with U.S. Marshals Service and / or Immigration & Customs Enforcement.

EXIRATION OF OFFER.

This Offer expires on January 31, 2022.

Thank you again for your consideration of hiring the Summerill Law Firm, PLLC for this project. Upon your approval, we will move forward.

JOSEPH SUMMERILL
202-261-6540

Accepted and agreed to this _____ day of _____, 2022 for Pamlico County, North Carolina

By:_____ Title:_____

BE IT RESOLVED, the request from Fire Marshall Chris Murray for approval of the new Fire District Map(s) for the recently merged Triangle and Vandemere Fire Departments, is hereby approved. [21-22-125]

PAMLICO COUNTY BOARD OF COMMISSIONERS

RESOLUTION

APPROVING INSURANCE DISTRICT BOUNDARIES

WHEREAS, fire district boundaries for fire departments are established by Boards of County Commissioners pursuant to N.C.G.S. 153A-233, which districts are also used for insurance grading purposes; and

WHEREAS, the fire district boundaries in the unincorporated portion of Pamlico County need to be revised to change the way they have historically been described by a point-to-point description to by reference of maps created using the GIS system, and to reflect annexations by municipalities in the County; and

WHEREAS, the Pamlico County Fire Marshal has caused to be created new fire insurance district maps using the GIS system for all fire districts which are incorporated by reference into Exhibits A through B to this Resolution; now, therefore, be it

RESOLVED that the Pamlico County Board of Commissioners approves the boundary lines of the TRI-MERE Fire District/Insurance District, exclusive of current or future municipal town limits, and as represented in the GIS produced map certified ty the County Fire Marshal referenced in Exhibit A through B.

Adopted this 18th day of January, 2022.

Exhibit A is the current Fire Districts of Triangle FD and Vandemere FD:

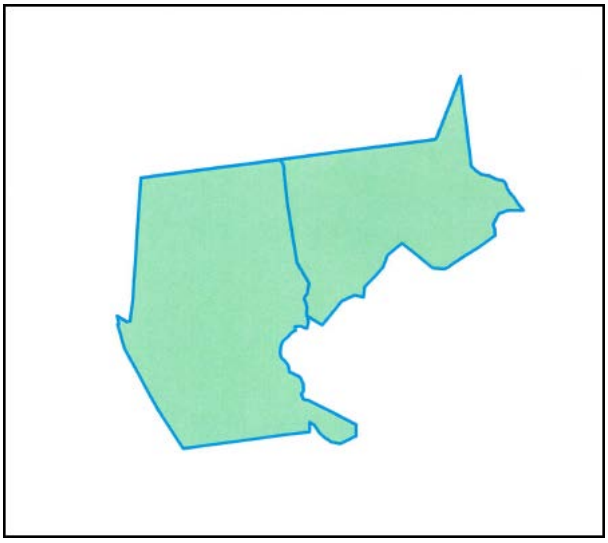

Exhibit A

Exhibit B is the merged districts resulting in the "TRI-MERE" Fire District:

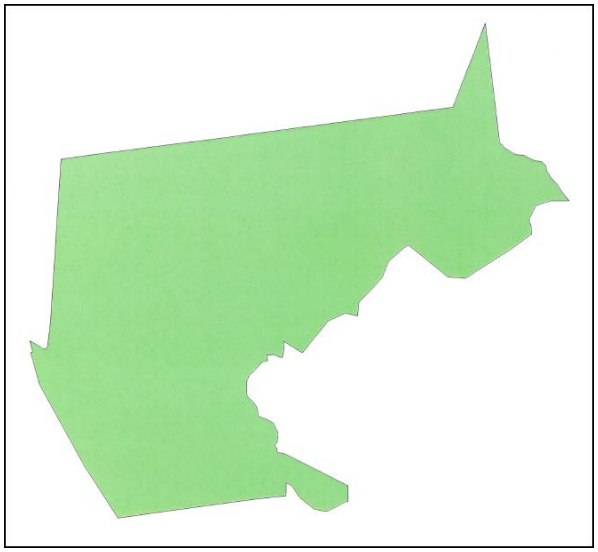

Exhibit B

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BE IT RESOLVED, the request from Public Services Director Jeremy Forbes for approval to participate in a project to help renovate the Oriental Town Park, and to purchase swings at a cost not to exceed $4500, is hereby approved. [21-22-126]

BE IT RESOLVED, the following Budget Amendments are hereby approved. [21-22-127]

Department: DSS #22-058

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
105481-500000 LIEAP	LIEAP Assistance		$ 13.00
100212-435310	Administrative Revenue		$ 13.00
105481-500000	Crisis		$ 9,738.00
100212-435310	Administrative Revenue		$ 9,738.00

Reason for Budget Revision: To change the budget to reflect actual money received from the state.

Department: DSS #22-059

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
105481-500018	Pandemic LIEAP	$ 43,398.00	
100212-435476	Pandemic LIEAP Assistance	$ 43,398.00	
105491-500000	Crisis – Duke Energy		$ 6,537.96
100212-435310	Administrative Revenue		$ 6,537.96

Reason for Budget Revision: To change the budget to reflect actual money approved from the state.

BE IT RESOLVED, the request for approval to solicit an RFP to accept applications for GREAT Grant Partnerships for broadband improvement projects and establish a budget of $1,000,000 in ARPA funds for a County match, is hereby approved. [21-22-128]

The Board then turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Kari Forrest, the following resolution was approved by a vote of 3:2, Ayes: Commissioners Bohmert, Forrest and Brinson, Nays: Commissioners Riggs and Ollison.

BE IT RESOLVED, the request from Sheriff Davis for approval of a $110 per month personal cell phone allowance, and cancellation of the County provided phone, is hereby approved. [21-22-123]

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

BE IT RESOLVED, the request from the Health Advisory Board to approve a revised document listing the duties for this Board is hereby approved. [21-22-129]

PROCEDURES FOR THE PAMLICO COUNTY HEALTH ADVISORY BOARD

Communication Between the Pamlico County Board of County Commissioners (BOCC) and the Pamlico County Health Advisory Board:

The County Manager shall be invited and attend all meetings of the Health Advisory Board when available. Requests by the BOCC for advice and assistance from the

committee shall flow through the County Manager or Health Director to the Chairman of the Health Advisory Board. The Health Advisory Board shall meet quarterly, and other times as needed at the request of the Health Director.

Duties:
When requested to do so, the Pamlico County Health Advisory Board shall advise the BOCC on the following items plus other items as determined by the BOCC:

(1) Fees for departmental services based upon recommendations of the Health Director.
(2) Compliance with laws related to State and Federal programs.
(3) Recommendations related to the creation and funding of local human/health services or health programs as requested by the County Manager, Health Director, or the BOCC.
(4) Recommendations for local health regulations and advice related to enforcement appeals of local regulations.
(5) County performance related to regulatory health functions required by State law and in accordance with State Accreditation requirements.
(6) Recommendations on budget requirements related to the Health Department and Environmental Health.
(7) Review and provide advice on audits and reviews of programs, including quality assurance activities, as required by State and Federal law or as may otherwise be necessary periodically, such as accreditation.
(8) Advise local officials through the Health Director and receive tasking from the BOCC through the County Manager or Health Director.
(9) Perform public relations and advocacy functions related to the Health Department at the request of the Health Director or BOCC.
(10) Provide advice on hiring of key personnel in the Health Department when requested to do so by BOCC or Health Director. In accordance with GS 130A-41(12) the County Health Director will have the right to hire and dismiss Health Department employees.
(11) The Health Advisory Board shall serve as a "Think Tank" for the BOCC to analyze and research issues, when requested to do so.
(12) Provide formal quarterly updates on activities of the Pamlico County Health Department to include data for all departments on clients/patients seen, number of permits for On Site Wastewater and Food and Lodging inspections and report on any issue which may be of concern as needed.
(13) Provide advice using the expertise of the Health Advisory Board members on any Health-related issues where the advice is requested by the Health Director or BOCC.

On a motion made by Commissioner Candy Bohmert and seconded by Commissioner Carl Ollison, the following resolution was approved by a majority vote of 4:1, Ayes: Commissioners Bohmert, Forrest, Brinson, and Ollison, Nays: Commissioner Riggs.

BE IT RESOLVED, the request for approval of a contract with Jones Street Consulting for lobbying services, is hereby approved. [21-22-130]

STATE OF NORTH CAROLINA
COUNTY OF WAKE

CONTRACT AND AGREEMENT
FOR SERVICES BY
INDEPENDENT CONTRACTOR

THIS CONTRACT AND AGREEMENT for services by an independent contractor (herein referred to as the "Contract") is made and entered into this _____ day of January 2022, by and between **PAMLICO COUNTY, NORTH CAROLINA** (herein "Client") party of the first part; and, **JONES STREET CONSULTING, LLC** (collectively "Consultant"), parties of the second part.

BACKGROUND

Client is a duly organized county of the State of North Carolina, and having as its principal address: 202 Main Street, PO Box 776, Bayboro, North Carolina 28515.

Consultant comprise legal entities incorporated and operating under the laws of North Carolina, and having as principal address respectively: 150 Fayetteville Street, Suite 1130, Raleigh, NC 27601.

Client is in need of the expertise and services of Consultant to lobby on behalf of Client, to include but not be limited to transportation issues, tax issues, educational issues, and any issues affecting Pamlico County that are specifically requested by the County Manager and Chairman of the County Commissioners in consultation with the Board of Commissioners. Consultant has experience in lobbying, is familiar with the goals of Client, and has skills, knowledge, abilities, and experience to benefit Client. Consultant will appear before the Board

of Commissioners at least two times per calendar year to report on lobbying activities, upon the specific invitation of the County Manager.

The parties desire to enter into this lobbying agreement.

THEREFORE, in consideration of the premises and of the agreements, stipulations, and covenants herein contained, and for other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. **Consultation.**

(a) Client hereby engages Consultant to render lobbying services and Consultant agrees to provide such services upon the terms and conditions of this Contract.

(b) Consultant is being retained because of the personal skill, expertise, and experience of Jackson Stancil. All services to be performed under this Contract shall be performed personally by Jackson Stancil and associates of Jones Street Consulting unless Client gives its prior written consent to another arrangement.

2. **Term.** The term of the Contract shall begin on the first day of January 2022 and continue through the 31st day of December 2022.

3. **Consulting Fees.** Client shall pay to Consultant fees for services as follows:

(a) The sum of Twenty Seven Thousand Five Hundred Dollars ($27,500.00) for lobbying services, with Thirteen Thousand Seven Hundred Fifty Dollars ($13,750.00) payable at the time of the execution of the Contract and Thirteen Thousand Seven Hundred Fifty Dollars ($13,750.00) payable on or before the first day of March, 2022.

(b) All monies due under this Contract shall be paid in full on or before the 31st day of December 2022.

(c) Consultant shall receive no reimbursement for costs or expenses incurred within the State of North Carolina; PROVIDED, HOWEVER Client shall pay for lobbyists and principal registration fees to be paid to the NC Lobbying Compliance Division. These annual fees currently totaling Seven Hundred Fifty-Six Dollars ($756.00) are payable at the time of the lobbying registrations and any event on or before the thirtieth day of January 2022 for the year 2022. Consultant shall prepare all necessary lobbying registration and expense documentation during the year, and the Chairman of the County Commissioners shall execute the said documentation on behalf of the Client.

4. **Independent Contractor.** The parties acknowledge and agree the relationship of Consultant with Client is that of independent contractors. Except as provided in this Contract, no party shall exercise any control over the activities and operations of the other. Neither Client nor Consultant is liable or responsible for the acts, omissions, or defaults of the other in any manner. Consultant, together with any employees or independent contractors, shall not be considered, under the provisions of this Contract or otherwise, to be employees of Client for any purpose whatsoever.

5. **Applicable Law.** The laws of North Carolina shall govern this Contract.

6. **Entire Agreement; Amendment.** This Contract supersedes all prior understandings and agreements and informal working arrangements between the parties, written and oral. This Contract may not be amended orally, but only by a writing duly executed by both parties.

IN WITNESS WHEREOF, the parties have executed this Contract the day and year first written above.

Pamlico County

By: _____

Doug Brinson, Chairman of the Board of Commissioners

Jones Street Consulting, LLC

By: _____

Jackson Stancil, Managing Member

****

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

BE IT RESOLVED, the request to appoint Ms. Denise Meng to serve on the Senior Center Board of Directors, is hereby approved. [21-22-131]

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

BE IT RESOLVED, the request to appoint Mr. Adam Jones to serve on the Planning Board, is hereby approved. [21-22-132]

The Commissioners discussed an Employee Shared Leave Policy and viewed samples from other counties. The topic was tabled to allow the County Manager, Personnel Director, and County Attorney to draft a policy for the Commissioners to review. [21-22-133]

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

BE IT RESOLVED, the request to go forward with planning, design and soliciting bids to construct outdoor basketball courts and parking/road improvements at the Alliance Park, using a State budget appropriation of $450,000, is hereby approved. [21-22-134]

Finance Director Bill Fentress presented the YTD Financial Report.

County Manager Tim Buck recommended a Strategic Planning/Budget Retreat with the Commissioners; potential dates for the Retreat to be discussed at the next regular meeting.

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

_____

Chairman

_____

Clerk to the Board