



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 21, 2022**

The Pamlico County Board of Commissioners met in regular session on Monday, February 21, 2022 at 7:00 pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Missy Baskervill, Kari Forrest, Candy Bohmert, Doug Brinson, Ed Riggs, and Pat Prescott, were present. Also present were County Attorneys Dave Baxter and Trey Ferguson, County Manager Tim Buck, Finance Director Bill Fentress, and Clerk to the Board Chantelle Allison. Commissioner Carl Ollison was not in attendance.

Chairman Doug Brinson called the meeting to order and led the assemblage in the Pledge of Allegiance.

Chairman Doug Brinson asked if there were any corrections, additions, and/or deletions to the February 7, 2022 regular session minutes. There were no changes, then on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Monday, February 7, 2022 meetings are hereby approved, and the Chairman’s signature is authorized thereon.

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

**RESOLUTION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS
HONORING THE SERVICE OF BUILDING INSPECTOR HARVEY “SKIP” LEE**

WHEREAS, on April 1, 1986, Harvey “Skip” Lee began employment with Pamlico County as Assistant Building Inspector, resigned in March 1987, and returned to employment with Pamlico County as Building Inspector in April, 1994; and

WHEREAS, Mr. Lee is licensed to the highest level, level III, to inspect 4 types of construction: Building, Electrical, Mechanical, and Plumbing; and

WHEREAS, in 1997, Mr. Lee was promoted to Building Inspector IV; and served as the administrator for the Pamlico County Subdivision, Flood Damage Prevention, Group Housing, Mobile Home Park, Mining and Wind Ordinances; and

WHEREAS, during his tenure with Pamlico County, Mr. Lee inspected many significant construction projects, including but not limited to the following: Pamlico Correctional Facility, Pamlico County Law Enforcement Center, Pamlico County Human Services Building, and Pamlico County High School Cafeteria, and Walmart; and

WHEREAS, Mr. Lee worked with developers, contractors, and residents to ensure that building projects complied with building codes but were managed in a manner that was feasible and least cumbersome to the developer and/or homeowner; and

NOW, THEREFORE, BE IT RESOLVED that the Pamlico County Board of Commissioners hereby recognizes Skip Lee’s 29 years of exemplary service to Pamlico County.

BE IT FURTHER RESOLVED that the Pamlico County Board of Commissioners extends best wishes to Mr. Lee upon his retirement in March 2022.

ADOPTED the 21st of February, 2022 by the Pamlico County Board of Commissioners.

Chairman Doug Brinson asked if there were any additions and/or deletions to the agenda, and Commissioner Missy Baskervill requested the addition of item [6a. 21-22-158] Local Match – Urgent Repair Program to be added to the Consent Agenda. Commissioner Candy Bohmert requested the addition of item [6b. 21-22-159] Building Inspector starting salary up to \$50,000 to be added to the Consent Agenda.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Pat Prescott, the following resolutions were approved by a majority vote of 5:1, Ayes: Commissioners Baskervill, Forrest, Brinson, Riggs and Ollison, Nays: Commissioner Bohmert.

BE IT RESOLVED, the following Budget Amendments are hereby approved. [21-22-149]

<i>Department:</i> DSS		#22-063	
<p>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.</p>			
FISCAL YEAR 2021-2022			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105481-500018	Pandemic LIEAP Expense	\$ 43,397.00	
100212-435476	Pandemic LIEAP Assistance	\$ 43,397.00	
105481-500000	Expenditure	\$ 26.00	
100212-435310	Administrative Reimb DSS	\$ 26.00	
<i>Reason for Budget Revision:</i> To change budget to reflect actual money approved from the State.			

<i>Department:</i> Sheriff Department			#22-064
<p>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.</p>			
FISCAL YEAR 2021-2022			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100200-434307	Summer Camp- Sheriff	\$ 375.00	
104310-549912	Sheriff Outreach Expenses	\$ 375.00	
<i>Reason for Budget Revision:</i> To recognize revenue and increase associated expenditure line.			

<i>Department:</i> Sheriff Department			#22-065
<p>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.</p>			
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	
<i>Reason for Budget Revision:</i> To recognize revenue received and increase Controlled Substance expenditure line.			

<i>Department:</i> Sheriff Department			#22-066
<p>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.</p>			
FISCAL YEAR 2021-2022			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100213-434328	Controlled Substance- Restricted	\$ 2,071.18	
104310-539801	Controlled Substance Expense	\$ 2,071.18	
<i>Reason for Budget Revision:</i> To recognize revenue received and increase expenditure line.			

Department: Emergency Management

#22-067

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
100213-434351	HSGP-EMW2021-SS-00039 (Grant)	\$ 6,500.00	
104330-541065	HSGP-Underwater ROV	\$ 6,500.00	

Reason for Budget Revision: To set up budget for EMS Grant-HSGP-EMW2021-SS-00039 Grant revenue and expense. (Reimbursement Grant)

Department: Sheriff Department

#22-068

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
290200-400021	Inmate Receipts	\$ 174,861.54	
294322-500000	Expenditure	\$ 174,861.54	

Reason for Budget Revision: To recognize inmate receipts monies and increase expenditure line for new fund per GASB 84.

BE IT RESOLVED, the request for approval of a resolution in support of the Eastern Carolina Council of Governments is hereby approved. [21-22-150]

**A RESOLUTION BY THE COUNTY OF PAMLICO
IN SUPPORT OF THE EASTERN CAROLINA COUNCIL OF GOVERNMENTS**

WHEREAS, the Eastern Carolina Council of Governments is one (1) of sixteen (16) multi-county planning and development regions in North Carolina which serve a population of approximately 645,000 residents living in Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico, and Wayne counties; and

WHEREAS, the stated mission of the Eastern Carolina Council of Governments is to improve the region's quality of life by providing planning, economic development and senior services to local governments and area residents by maximizing resources and collaborating regionally; and

WHEREAS, the Eastern Carolina Council of Governments can serve an invaluable role in being the neutral platform where local governments can come together and shape planning area-wide, be a champion for the entire region and work to strengthen our region's competitive advantage on the national and international stage; and

WHEREAS, the Eastern Carolina Council of Governments recognizes the weakness of the organization currently and are conducting a thorough reassessment of its core principles and strategic purpose; and

WHEREAS, the Eastern Carolina Council of Governments will make any and all efforts to re-engage their local governments, expand services available to members and make institutional changes needed to recruit the talent and leadership that will build a regional council on par with what is available to other communities across North Carolina; and

WHEREAS, true regionalism cannot exist without strong participation and collaboration among local governments, the Eastern Carolina Council of Governments is requesting input, guidance, and commitment from its member governments. This level of engagement will ensure that we all have available to us a regional council that can serve the unique needs of each community, while still addressing our shared challenges.

NOW THEREFORE BE IT RESOLVED; that the Pamlico Board of Commissioners, do hereby support the efforts of the Eastern Carolina Council of Governments to preserve the regional partnership and implement necessary changes to build an organization that can more effectively address the needs of the local governments they serve.

Adopted this the 21st day of February, 2022.

BE IT RESOLVED, the request to amend and increase the purchase amount for the Oriental Park swings to \$5645.48, is hereby approved. [21-22-151]

BE IT RESOLVED, the request to approve and adopt the most recent Records Retention Schedule, as provided by the State Archives of North Carolina, is hereby approved. [21-22-152]

BE IT RESOLVED, the request from Health Director Melanie Campen for approval to continue to pay Dawn Jones' an additional interim salary of \$462.15 per pay period is hereby approved. [21-22-153]

BE IT RESOLVED, the request for approval and authorization for the Chairman to sign the North Carolina Housing Finance Agency - Application for Funding for the 2022 Urgent Repair Program, with a \$5000 local match from the General Fund, is hereby approved. [21-22-158]

BE IT RESOLVED, the request for approval to modify the Building Inspector starting salary to “up to \$50,000”, is hereby approved. [21-22-159]

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 from Emergency Manager Chris Murray for approval to purchase an Emergency Food Trailer for up to \$50,000 with possible reimbursement of up to 100% through a State Grant, is hereby approved. [21-22-155]

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

BE IT RESOLVED, the request from County Manager Tim Buck for approval and the authority to hire an Assistant County Manager with the following provisions: Salary - \$70,000 // Travel - \$5,000 // After 6 months – 6% increase // After 1 year – 8% increase // Immediately be enrolled in retirement and insurances (1 day of month following hire) //Other benefits as per policy, is hereby approved. [21-22-156]

On a motion made by Commissioner Missy Baskervill and seconded by Commissioner Candy Bohmert, the following resolution was approved by a unanimous 5:0 vote. Commissioner Kari Forrest was recused, prior to motion, due to conflict of interest.

BE IT RESOLVED, the request for approval and authorization for the Chairman and/or County Manager to sign an MoU committing to a \$500,000 match using ARP funds, and documents in support of the CenturyLink/Lumen/Brightspeed GREAT Grant Broadband Application, is hereby approved. [21-22-154]

On a motion made by Commissioner Kari Forrest, seconded by Commissioner Missy Baskervill and unanimously approved, the Board went into Closed Session to discuss litigation items [§143-318.11(a)(3)].

On a motion made by Commissioner Candy Bohmert, seconded by Commissioner Ed Riggs, and unanimously approved, the Board went back into Open Session.

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

Chairman

Clerk to the Board