



**BUDGET RETREAT MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
TUESDAY, APRIL 5, 2022**

The Pamlico County Board of Commissioners met for a FY 2022-2023 Budget Retreat on Tuesday, April 5, 2022 at 9:00 am at Camp Seafarer's Taylor Lodge. Commissioners Missy Baskervill, Kari Forrest, Candy Bohmert, Doug Brinson, Ed Riggs, and Pat Prescott were present. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Director Bill Fentress, Assistant County Manager Justin Oakes, Clerk to the Board Chantelle Allison, and Coop Extension Director Daniel Simpson. Commissioner Carl Ollison was not present. This meeting was open to the public, and proper notice was given.

Chairman Doug Brinson opened the meeting with a request from the Board to discuss the information received from the Sheriff's Department about the Deputy position added to the regular meeting agenda on April 4, 2022. [This item failed to be approved at the regular meeting, but the Board requested additional information from the Sheriff's Department and would reevaluate their decision based on the information received.] After discussion, then on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Pat Prescott, the following resolution was approved by a vote of 5:1, Ayes: Commissioners Baskerville, Forrest, Bohmert, Prescott, Brinson; Nays: Commissioner Riggs.

BE IT RESOLVED, the request to hire a Sheriff Deputy at \$42,000 is hereby approved. [21-22-197]

The Board then began the Budget Meeting. The purpose of the meeting was:

1. To provide an overview of the proposed budget, including requests from the different County departments
2. Share information requested by the County Commissioners
3. Address specific questions and empower the Commissioners to make informed decisions and facilitate discussion
4. Identify additional governmental needs/actions/issues, group these needs into short-term (coming FY 2022-2023) and long-term (beyond coming FY) and prioritize these needs for action.

County Manager Tim Buck started off the discussion, providing information about some needed building updates/repairs, grants that are ongoing or in progress and possible Finance department help if more grant maintenance is needed in the future, review of the various departments' year-end reports, a draft for a proposed Shared-Leave policy, department requests for salary increases, and Schedule of Fees updates/increases.

Finance Director Bill Fentress reviewed recent financial statements, projections for this FY and the next FY, plans for auction of County vehicles no longer in service, and COVID-19 spending/receipts.

County Attorney Dave Baxter discussed ongoing litigation, concerns about some State related septic permitting issues, septic permit renewal issues due to physical changes to the land/soil conditions, areas that may benefit from a sewer study, a Conflict-of-Interest Statute – Board members cannot allocate for funding/donations to non-profit Boards they are on, Cares Act fraud concerns, and a routine review of the County’s fee schedule – based on cost of program’s administering costs.

Various discussion topics included Occupancy Tax, Optional Sales Tax, Advancing Revaluation, Fire Tax, Elevator updates, School Grant, other Grant Identified Projects, and lack of Urgent Care Facilities in Pamlico County.

Coop Extension Director Daniel Simpson led the group in an activity to create and prioritize lists of short-term and long-term issues/needs.

The most important short-term needs were:

1. Sewer (Assessment, Funding, Land Acquisition)
2. Salaries/Retention, Salary Study
3. Building Maintenance
4. Broadband
5. Drainage/Alligator Weed/Beaver issues
6. Water System

The most important long-term needs were:

1. Sewer Improvement/Expansion
2. Building Improvements Assessment
3. Water Long-term Study
4. Salaries & Retention
5. Fire Service Assessment
6. Parks & Recreation Improvements

There being no further business, on a motion made by Commissioner Candy Bohmert and seconded by Commissioner Missy Baskervill, the Board adjourned until the next regular meeting on Monday, April 18, 2022 at 7:00 pm.

Chairman

Clerk to the Board