



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 1, 2023**

The Pamlico County Board of Commissioners met in regular session on Monday, May 1, 2023 at 7:00pm in the Patsy H. Sadler room to the Courtroom of the Pamlico County Courthouse. Commissioners Missy Baskervill, Kari Forrest, Candy Bohmert, Ed Riggs, Doug Brinson, Pat Prescott, and Carl Ollison were present. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, Assistant County Manager Justin Oakes, and Clerk to the Board Chantelle Allison.

Chairman Riggs called the meeting to order. Rev. Grady Simpson offered the invocation, and Chairman Riggs led the assemblage in the Pledge of Allegiance.

Chairman Riggs asked if there were any corrections, additions, and/or deletions to the April 17, 2023 Regular and Closed Session minutes. There were no changes, then on a motion made by Commissioner Bohmert and seconded by Commissioner Baskervill, the following resolution was unanimously approved.

BE IT RESOLVED, the April 17, 2023 Regular and Closed Session minutes are hereby approved, and the Chairman's signature is authorized thereon.

Chairman Riggs invited Mr. Dave Peterson from Trillium Health to present their Annual Report. Mr. Peterson briefly described the agency's role in the community and detailed their accomplishments over the past year, organizational changes, and ongoing programs along with new services as dictated by Medicaid [22-23-210].

Public Comment: 3 members of the public signed up to speak.

Mr. Larry Summers informed the Board of the Memorial Day Ceremony at the Courthouse on Monday, May 29, 2023 at 10:00am. The ceremony should last approximately 30 minutes.

Ms. Cynthia Anderson and Mr. Joe Beasley voiced their concerns regarding stormwater drainage issues on Lynch's Beach Loop Rd, and asked if the County could help by contacting D.O.T. on their behalf.

Chairman Riggs asked if there were any other additions and/or deletions to the agenda; Commissioner Baskervill made a motion, seconded by Commissioner Bohmert to move a consent item regarding a Plat Division for Mr. & Mrs. Young to the correspondence agenda.

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

BE IT RESOLVED, the following Budget Amendment(s) are hereby approved [22-23-211].

Department: Soil & Water

#23-133

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104962-531000	Travel		\$ 354.00
104962-549100	Dues & Subscriptions	\$ 354.00	

Reason for Budget Revision: To move funds to cover the increased cost of our State Association dues we pay every year.

Department: Sheriff Department

#23-134

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104310-519000	Professional Services	\$ 1,000.00	
104310-529005	Safety Supply & Equipment		\$ 1,000.00

Reason for Budget Revision: To move funds to cover the cost of state mandated mental health evaluations for each new hire.

Department: Health Department

#23-135

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435025	Misc Revenue-ARPA-HD-Roof	\$ 24,304.00	
105110-555000	Capital Outlay	\$ 24,304.00	

Reason for Budget Revision: To set up budget for Health Dept. roof repairs.

Department: Water Department

#23-136

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
307140-537000	Advertising		\$ 600.00
307140-525100	Auto Supplies	\$ 600.00	
307140-512600	Salaries & Wages P/T		\$ 8,000.00
307140-529001GRT	Dept Supplies & Chemicals	\$ 6,000.00	
307140-529001VAN	Dept Supplies & Chemicals	\$ 2,000.00	
307140-535000	M&R Plant		\$ 4,000.00
307140-529001MIL	Dept Supplies & Chemicals	\$ 4,000.00	
307140-529000GRT	Departmental Supplies		\$ 2,000.00
307140-529000	Departmental Supplies	\$ 2,000.00	
307140-529000MIL	Departmental Supplies		\$ 5,000.00
307140-529000	Departmental Supplies	\$ 5,000.00	
307140-529000VAN	Departmental Supplies		\$ 2,000.00
307140-529000	Departmental Supplies	\$ 2,000.00	
307140-533000MIL	Electrical		\$ 3,000.00
307140-533000	Electrical	\$ 3,000.00	
307140-519500	Engineering Services		\$ 8,000.00
307140-549800	Annual Monitoring Fee	\$ 8,000.00	

Reason for Budget Revision: To cover possible shortfalls.

Department: Soil & Water

#23-137

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104961-529005	Safety Supply & Equipment		\$ 162.00
104961-531000	Travel		\$ 106.88
104962-523000	Education Supplies		\$ 150.44
104962-526000	Office Supplies		\$ 3.47
104962-531000	Travel		\$ 590.41
104961-519930	Contracted Stream Deb Removal	\$ 1,013.20	

Reason for Budget Revision: To purchase necessary equipment the district needs for creek inspections and updating our technology needs for Board meetings.

Department: DSS

#23-138

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105800-548704	Transportation-Senior Services		\$ 2,079.00
105800-548703	Transportation-DSS	\$ 2,079.00	
105800-548706	Transportation-PCC		\$ 2,500.00
105800-548703	Transportation-DSS	\$ 2,500.00	

Reason for Budget Revision: To revise accounts for FY ROAP EDTAP funds all to one account per grant billing. To reflect expense and revenue accounts.

Department: Sheriff Department

#23-139

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100213-434328	Controlled Substance-Restricted	\$ 891.11	
104310-539801	Controlled Substance Expenses	\$ 891.11	

Reason for Budget Revision: To recognize revenue and increase Controlled Substance Expenses line.

Department: Health Department

#23-140

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105165-512100	Salaries & Wages		\$ 2,000.00
105165-529000	Departmental Supplies	\$ 2,000.00	
105110-519900	Contracted Services		\$ 2,919.18
105164-512100	Salaries & Wages	\$ 2,914.00	
105164-523900	Medical Supplies and Materials	\$ 5.18	
105165-512100	Salaries & Wages		\$ 4,000.00
105165-531000	Travel		\$ 300.00
105165-529000	Departmental Supplies	\$ 4,300.00	

Reason for Budget Revision: To cover possible shortfalls.

<i>Department:</i> Inspections			#23-141
FISCAL YEAR 2022-2023			
ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT (+)	AMOUNT(-)
NUMBER		INCREASED	DECREASED
104350-535300	M&R Auto		\$ 429.69
104350-519900	Contracted Services	\$ 429.69	
<i>Reason for Budget Revision:</i> To transfer funds to cover current and future invoices.			

<i>Department:</i> Soil & Water			#23-142
FISCAL YEAR 2022-2023			
ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT (+)	AMOUNT(-)
NUMBER		INCREASED	DECREASED
100213-434977	Stream Debris Removal	\$ 340,379.00	
104961-519930	Contracted Stream Debris Removal	\$ 340,379.00	
<i>Reason for Budget Revision:</i> To set budget for Stream Debris Removal Grant.			

BE IT RESOLVED, the request for approval of the Tax Office Board Releases is hereby approved, and the Chairman’s signature is authorized thereon [22-23-212].

BE IT RESOLVED, the request to approve the fireworks display for the Oriental Croaker Festival, is hereby approved [22-23-213].

BE IT RESOLVED, the request for approval of a 2-year Tax Foreclosure Attorney Agreement and Fee Schedule to contract with Mark D. Bardill, P.C., effective July 1, 2023 – June 30, 2025, is hereby approved [22-23-214].

BE IT RESOLVED, the request from the Sheriff’s Dept. to purchase a new drone for \$7482 is hereby approved [22-23-215].

BE IT RESOLVED, the request from the Health Director to use Health Dept. ARPA program funds to purchase office furnishings for \$10,826 is hereby approved [22-23-216].

BE IT RESOLVED, the request from the Eastern Carolina Workforce Development Board to reappoint Ms. Carla Byrnes to represent the Small Business Sector and appoint Ms. Kimberly Riggs as the Pamlico County Vocation Rehabilitation public sector representative, both for a 2-year term ending June 30, 2025, is hereby approved [22-23-217].

BE IT RESOLVED, the request from the Planning Board for approval of a Plat Division for a parcel on Florence Road in Merritt, owned by Stephen Carey, is hereby approved [22-23-218].

The Board then turned their attention to the Correspondence Agenda.

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

BE IT RESOLVED, the request from the Planning Board for approval of a Plat Division for a parcel on Janiero Rd. in Arapahoe, owned by Joseph & Josephine Young, without a requirement to change the 25’ width of the ingress/egress easement, is hereby approved [22-23-219].

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

BE IT RESOLVED, the request to approve a quote and contract with Creative Playscapes for repairs to the Alliance Park Playground, using \$150,600 of State appropriation funds, is hereby approved [22-23-220].

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

BE IT RESOLVED, the request for approval to contract with State Utilities at a cost not to exceed \$4.3 million, including contingency, for the Kershaw Water Treatment Plant improvements, and authorization for the budget officer and finance officer to sign contract documents and make the budget amendments as needed for the project, is hereby approved. Improvements to the Grantsboro Water Treatment Plant were deferred until additional funding can be secured [22-23-221].

The Board discussed a Resolution requesting that the Pamlico Board of Elections hold a County Alcoholic Beverage Election in order to allow mixed-drink beverages to be sold in the unincorporated areas of the County. Then on a motion made by Commissioner Baskervill and seconded by Commissioner Forrest, the following resolution was unanimously approved.

BE IT RESOLVED, the request for a Resolution Requesting that the Pamlico County Board of Elections Hold a County Alcoholic Beverage Election, to be put on the ballot for the November 2024 Election, is hereby approved [22-23-222].

**COUNTY OF PAMLICO
RESOLUTION REQUESTING THAT THE PAMLICO COUNTY BOARD OF ELECTIONS
HOLD A COUNTY ALCOHOLIC BEVERAGE ELECTION
PURSUANT TO N.C. GEN. STAT. § 18B-601**

WHEREAS, the North Carolina General Assembly enacted North Carolina General Statute §18B-600(b) allowing for a county to hold a mixed beverage election if a county already operates at least one county ABC store;

WHEREAS, North Carolina General Statute §18B-601(b)(1) requires a county board of elections to hold an election upon receiving a written request for an election from the governing body of the county eligible county;

WHEREAS, Pamlico County already operates at least one county ABC store, making Pamlico County a county eligible to hold a mixed beverage election pursuant to North Carolina General Statute §18B-600(b); and

WHEREAS, Pamlico County Board of Commissioners is the governing body of Pamlico County and seeks a mixed beverage election under North Carolina General Statute §18B-601;

NOW THEREFORE, BE IT HEREBY RESOLVED, the Pamlico County Board of Commissioners formally request, in this writing, that the Pamlico County Board of Elections hold a mixed beverage election under the relevant procedures of Article 6 of Chapter 18B of the North Carolina General Statutes.

This Resolution is effective upon its adoption this 1st day of May, 2023.

There being no further business, on a motion made by Commissioner Baskervill and seconded by Commissioner Forrest, the Board recessed until the Budget Meeting on Thursday, May 4, 2023 at 3:00pm. The next regular meeting will be on Monday, May 15, 2023 at 7:00pm. Time Recorded: 8:38pm.

Chairman

Clerk to the Board