



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 18, 2023**

The Pamlico County Board of Commissioners met in regular session on Monday, September 18, 2023 at 7:00pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Missy Baskervill, Kari Forrest, Candy Bohmert, Ed Riggs, Doug Brinson, and Pat Prescott were present. Also present were County Attorney Dave Baxter, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Chantelle Allison. Commissioner Carl Ollison was not present.

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

Chairman Riggs asked if there were any corrections, additions, and/or deletions to the September 5, 2023 Regular and Closed Session Minutes. There were no changes, then on a motion made by Commissioner Baskervill and seconded by Commissioner Bohmert, the following resolution was unanimously approved.

BE IT RESOLVED, the September 5, 2023 Regular and Closed Session Minutes are hereby approved, and the Chairman's signature is authorized thereon.

Chairman Riggs asked if there were any other additions and/or deletions to the agenda; Commissioner Bohmert made a motion, seconded by Commissioner Baskervill and unanimously approved, to add: (1) An additional Budget Amendment to the Consent Agenda, (2) A request from CDBG Consultant, Mike Barnette regarding advancing a payment for a completed project home, while waiting for CDBG funds to be reimbursed, and (3) A Resolution Requesting A Fishery Resource Disaster Determination For North Carolina's Shrimp Fishery.

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

BE IT RESOLVED, the following FY23-24 Budget Amendment(s) are hereby approved.

[23-24-062]

<i>Department:</i> DSS		#24-046	
FISCAL YEAR 2023-2024			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
750600-437584	Trustee Acct	\$ 10,968.00	
757130-583030	Expense	\$ 10,968.00	
<i>Reason for Budget Revision:</i> To increase estimated yearly revenue and expense account.			

Department: DSS

#24-047

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
750600-437582	Trustee Acct	\$ 8,568.00	
757130-583029	Expense	\$ 8,588.00	
750600-437554	Trustee Acct	\$ 8,352.00	
757130-583015	Expense	\$ 8,352.00	
750600-437560	Trustee Acct	\$ 7,980.00	
757130-583020	Expense	\$ 7,980.00	
750600-437573	Trustee Acct	\$ 15,744.00	
757130-583023	Expense	\$ 15,744.00	

Reason for Budget Revision: To recognize income received by wards and increase expenditure line.

Department: DSS

#24-048

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
750000-439900	Fund Balance App	\$ 1,889.85	
757130-583029	Expense	\$ 1,889.85	
750000-439900	Fund Balance App	\$ 937.45	
757130-583015	Expense	\$ 937.45	
750000-439900	Fund Balance App	\$ 152.21	
757130-583023	Expense	\$ 152.21	
750000-439900	Fund Balance App	\$ 7,701.77	
757130-583024	Expense	\$ 7,701.77	
750000-439900	Fund Balance App	\$ 830.04	
757130-583027	Expense	\$ 830.04	
750000-439900	Fund Balance App	\$ 26,395.66	
757130-583020	Expense	\$ 26,395.66	

Reason for Budget Revision: To move unused funds from prior year to current FY 23-24. -Wards expense accounts.

Department: Health Department

#24-049

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435131	908 Mosquito/Tick Revenue	\$ 6,000.00	
105113-531000	Travel	\$ 700.00	
105113-529000	Departmental Supplies	\$ 5,300.00	

Reason for Budget Revision: To increase funding to perform basic surveillance for mosquitos.

Department: Health Department

#24-050

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435545	PH Infrastructure-LWD Revenue	\$ 105,329.00	
105114-512100	Salaries & Wages	\$ 63,329.00	
105114-518100	FICA Expense	\$ 5,500.00	
105114-518101	Medicare Expense	\$ 5,500.00	
105114-518200	Retirement Expense	\$ 5,500.00	
105114-518300	Group Insurance	\$ 5,500.00	
105114-519900	Contracted Services	\$ 10,000.00	
105114-531000	Travel	\$ 10,000.00	

Reason for Budget Revision: To increase funding to ensure Health Department is prepared and capable to respond to the communities health needs and emerging health threats by investing in workforce and resources to meet the foundational services areas and needs of the community.

Department: Health Department

#24-051

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435516	716 COVID 19 Vaccine Revenue	\$ 36,985.00	
105117-512100	Salaries & Wages	\$ 26,000.00	
105117-518100	FICA Expense	\$ 253.69	
105117-518101	Medicare Expense	\$ 173.73	
105117-518200	Retirement Expense	\$ 357.58	
105117-518300	Group Insurance	\$ 1,200.00	
105117-529000	Departmental Supplies	\$ 9,000.00	

Reason for Budget Revision: To increase funding to prevent for and respond to support COVID.

Department: Emergency Management

#24-052

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance App	\$ 21,950.00	
104330-541083	Equipment-EMS Boat Trailer	\$ 21,950.00	

Reason for Budget Revision: To move budget to current FY (EMS Boat Trailer).

BE IT RESOLVED, the request for approval of the Tax Office Board Releases is hereby approved, and the Chairman's signature is authorized thereon. [23-24-063]

BE IT RESOLVED, the request for approval of a Fireworks Display at Camp Seagull, is hereby approved. [23-24-064]

The Board then turned their attention to the Correspondence Agenda.

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

BE IT RESOLVED, the request for approval of Compensation for Interim Duties for

Amanda Carey, Payroll Clerk, in the amount of \$3400, is hereby approved. Duties included Interim Clerk from July 11, 2021 – November 30, 2021 and assisting with Personnel duties from July 13, 2023 – September 30, 2023. [23-24-065]

The Board discussed the request for approval of the Cooperative Extension Memorandum of Agreement, then on a motion made by Commissioner Baskervill, and seconded by Commissioner Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of the Cooperative Extension Memorandum of Agreement with the Non-Lock-In option, is hereby approved, and the Chairman/designee has the authority to sign contract documents. [23-24-066]

On a motion made by Commissioner Bohmert, seconded by Commissioner Prescott and unanimously approved, Commissioner Forrest was recused from the discussion regarding a Great Grant Match (Broadband) with Connect Holdings II, LLC. Then on a motion made by Commissioner Baskervill and seconded by Commissioner Prescott, the following resolution was unanimously approved (Recused: Commissioner Forrest).

BE IT RESOLVED, the request to approve Exhibit J, related to Great Grant Match – Connect Holdings II, LLC, is hereby approved, and the Chairman has the authority to sign contract documents [23-24-067].

EXHIBIT J
COUNTY MATCHING FUNDS
Option 4: Percentage payment based on approved payment request

Pamlico County herein after referred to as COUNTY is contributing a total of \$150,000 in matching funds to Connect Holdings II, LLC herein after referred to a GRANTEE as part of this Project, which is 5.4% of the total cost of this Project. COUNTY is using ARPA REVENUE REPLACEMENT funds for this match.

The GRANTEE will submit requests for reimbursement to NCDIT pursuant to the process set forth in this GREAT grant Agreement and Exhibits. Upon approval of each payment request by NCDIT, NCDIT will send a copy of that payment request to the COUNTY. The COUNTY will then submit a check of 5.4% of the amount approved by NCDIT to the GRANTEE within 10 days of receipt of the payment request. This percentage represents the County's pro-rata share of the Total Project Cost.

The County and the Grantee will notify NCDIT of any changes to this Exhibit within 30 days of such change(s).

The Board reviewed a suggested Rules of Procedure for the Board of County Commissioners, as prepared by the UNC School of Government. General consensus of the Board was for the County Attorney to draft a consolidated version including the current Board observed practices. No action was taken. [23-24-068]

The Board discussed the request from CDBG Consultant, Mike Barnette regarding advancing a payment for a completed project home, while waiting for CDBG funds to be reimbursed, then on a motion made by Commissioner Prescott, and seconded by Commissioner Bohmert, the following resolution was unanimously approved.

BE IT RESOLVED, the request to advance \$61, 363 to pay invoices to Oakwood Homes regarding a CDBG Project Home at 228 Park Avenue, is hereby approved, pending legal review. Funds will be reimbursed from CDBG grant proceeds. [23-24-069]

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

BE IT RESOLVED, the request to approve a Resolution Requesting A Fishery Resource Disaster Determination For North Carolina’s Shrimp Fishery, is hereby approved. [23-24-070]

**RESOLUTION REQUESTING A FISHERY RESOURCE DISASTER DETERMINATION
FOR NORTH CAROLINA’S SHRIMP FISHERY**

- WHEREAS,** the commercial shrimp fishery has long been an important economic driver for Pamlico County and its rural coastal communities; and
- WHEREAS,** the global supply of predominantly farm-raised shrimp has reached record highs and has far outstripped global demand; and
- WHEREAS,** US imports of frozen warmwater shrimp nearly doubled from 2013 to 2021 to an unprecedented level of 1.8 billion pounds; and
- WHEREAS,** the influx of imported shrimp in America has resulted in the catastrophic collapse of the domestic shrimp industry; and
- WHEREAS,** imported shrimp now dominates cold storage, distribution hubs, and the American market at a level that voids the margin of the market the domestic harvesters are able to fulfill; and
- WHEREAS,** the consequences of the inundation of imported shrimp into our markets have caused significant revenue loss and loss of access to the shrimp fishery resource itself, for small family owned fishing businesses and other supporting businesses; and
- WHEREAS,** if action is not taken, further economic harm and the potential of a complete collapse for the domestic shrimp fisheries are certain.

THEREFORE, BE IT RESOLVED, that the Pamlico County Board of Commissioners urges North Carolina Governor Roy Cooper to consider submitting a request for a fishery resource disaster determination, for North Carolinas shrimp fishery, to the Secretary of Commerce.

ADOPTED this 18th day of September, 2023.

There being no further business, on a motion made by Commissioner Brinson and seconded by Commissioner Forrest, the Board adjourned until the next regular meeting on Monday, October 2, 2023 at 7:00pm. Time Recorded: 8:03pm.

Chairman

Clerk to the Board