



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 16, 2023**

The Pamlico County Board of Commissioners met in regular session on Monday, October 16, 2023 at 7:00pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners 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, 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 October 2, 2023 Regular Session and Closed Session minutes. There were no changes, then on a motion made by Commissioner Bohmert and seconded by Commissioner Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the October 2, 2023 Regular Session and Closed Session minutes are hereby approved, and the Chairman’s signature is authorized thereon.

On a motion made by Commissioner Forrest and seconded by Commissioner Bohmert and approved by a vote of 5:1 (Nays: Commissioner Ollison), the appointment to fill the unexpired term of Commissioner Baskervill was tabled for two weeks. [23-24-079]

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

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

BE IT RESOLVED, the following FY23-24 Budget Amendment(s) are hereby approved.
[23-24-080]

<i>Department:</i> DSS		#24-057	
FISCAL YEAR 2023-2024			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
750600-437593	Trustee Acct.- L.S.	\$ 23,110.80	
757130-583093	L.S. Expense	\$ 23,110.80	
<u><i>Reason for Budget Revision:</i></u> To recognize income received by wards and increase expenditure line.			

Department: Enhancement & Preservation

#24-058

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
350000-439900	Fund Balance Approp.	\$ 8,945.77	
354180-555000	Capital Outlays	\$ 8,945.77	

Reason for Budget Revision: To move unused funds to current FY.

Department: Enhancement & Preservation

#24-059

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
350226-441800	Enhancement & Preservation FDS	\$ 1,195.23	
354180-529000MAJ	Departmental Supplies	\$ 1,195.23	

Reason for Budget Revision: To recognize revenue and increase dept supplies-MAJ expenditure line.

Department: DSS

#24-060

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
750000-439900	Fund Balance App	\$ 6,859.10	
757130-583010	Donations Gen Use Expense	\$ 6,859.10	

Reason for Budget Revision: To move unused funds from prior year to current FY 2023-2024.

Department: DSS

#24-061

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
750600-437533	Trustee Acct-Donations Gen	\$ 1,575.00	
757130-583010	Donations Gen Use Expense	\$ 1,575.00	

Reason for Budget Revision: To recognize projected funds for donations general use account for FY 2023-2024.

Department: Emergency Management (HSGP Grant)

#24-062

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100213-434365	HSGP-IRB FY 2023	\$ 19,000.00	
104330-541077	Equipment-HSGP-IRB	\$ 19,000.00	

Reason for Budget Revision: To set up budget for new HSGP Grant.

FISCAL YEAR 2023-2024

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100211-435116OS	Patient Reimbursement	\$ 1,440.00	
105110-519900	Contracted Services	\$ 864.00	
105151-518210OS	401K Employer Contribution	\$ 50.00	
105151-519900OS	Contracted Services	\$ 526.00	
105126-512100	Salaries & Wages		\$ 1,000.00
105126-512200	Overtime	\$ 1,000.00	
105167-519900	Contracted Services		\$ 650.00
105167-518210	401k Employer Contribution	\$ 100.00	
105168-518100	FICA Expense	\$ 100.00	
105168-518101	Medicare Expense	\$ 200.00	
105168-518200	Retirement Expense	\$ 100.00	
105168-518210	401K Employer Contribution	\$ 100.00	
105169-518300	Group Insurance	\$ 50.00	
105110-545000	Insurance and Bonds		\$ 500.00
105110-535300	M&R Auto	\$ 500.00	
105151-512100OS	Salaries & Wages		\$ 1,200.00
105151-518100OS	FICA Expense	\$ 1,200.00	
105151-525100	Auto Supplies (PC)		\$ 1,200.00
105151-518200	Retirement Expense	\$ 1,200.00	
105151-518200OS	Retirement Expense		\$ 900.00
105151-525100	Auto Supplies (PC)		\$ 300.00
105151-518210	401K Employer Contribution	\$ 1,200.00	

Reason for Budget Revision: To replenish funds used for American Red Cross Training 9/12/2023. Coverage of possible shortfalls.

BE IT RESOLVED, the request for approval of the Tax Office Board Releases is hereby approved, and the Chairman’s signature is authorized thereon. [23-24-081]

BE IT RESOLVED, the request for approval to add a floating holiday to the holiday schedule to be taken during a period determined by the County Manager and to set the 2023 employee supplement at \$800 per person, is hereby approved. [23-24-082]

BE IT RESOLVED, the request for approval of a Resolution Supporting Operation Green Light for Veterans, is hereby approved. [23-24-083]

RESOLUTION SUPPORTING OPERATION GREEN LIGHT FOR VETERANS

WHEREAS, the residents of Pamlico County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Pamlico County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in Federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes, and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, the Pamlico County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted;

THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans County, Pamlico County hereby declares from October through Veterans Day, November 11, 2023, a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service;

THEREFORE, BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Pamlico County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 6th through the 12th, 2023.

ADOPTED this 16th day of October 2023 by the Pamlico County Board of Commissioners.

BE IT RESOLVED, the request to ratify the email poll approving the Tax collection window replacement for \$5,500 is hereby approved. [23-24-084]

The Board then turned their attention to the Correspondence Agenda.

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

BE IT RESOLVED, the request for approval to contract with Revize for the County website/hosting with a startup cost of \$13,150 and annual maintenance cost of \$1,800 is hereby approved. [23-24-085]

The Board continued a discussion from the last meeting with Mr. Robbie Ferris regarding the Geothermal option for the new school. Two options for financing were provided; the first option was for the school to obtain third-party financing for the geothermal system, and the second option was for the County to borrow the funds on the school's behalf. No action was taken; however, the Board consensus was for the school to arrange funding if they wished to install the Geothermal system in the new school. [23-24-086]

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 to contract with Shook Construction Co. for Kershaw Water Treatment Plant improvements at a cost of \$5,395,000 contingent upon (1.) Sufficient funds can be allocated from the funding sources identified including the Direct Appropriation and the State Revolving Fund, and (2.) Approval to expend the funds from the NC Direct Appropriation can be obtained within a time frame acceptable to Shook Construction, is hereby approved. [23-24-087]

Commissioner Riggs invited Health Department Director Melanie Dixon to present the Quarterly Report to the Board [attached] [23-24-088].

On a motion made by Commissioner Bohmert seconded by Commissioner Brinson, and unanimously approved, the Board went into Closed Session for discussion regarding Personnel [N.C.G.S. § 143-318.11(a)(6)]. Time Recorded: 8:25pm

No action was taken in Closed Session.

On a motion made by Commissioner Bohmert, seconded by Commissioner Prescott, and unanimously approved, the Board went back into Open Session. Time Recorded: 8:31pm

There being no further business, on a motion made by Commissioner Bohmert and seconded by Commissioner Brinson, the Board adjourned until the next regular meeting on Monday, November 6, 2023 at 7:00pm. Time Recorded: 8:37pm.

Chairman

Clerk to the Board

Attachments:
Health Dept. Quarterly Report