



**BUDGET MEETING MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 13, 2024**

The Pamlico County Board of Commissioners held a Budget Meeting on Monday, May 13, 2024 at 9:00am in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Missy Baskervill, Candy Bohmert, Doug Brinson, Kari Forrest, Pat Prescott, and Ed Riggs were present. Also present were County Manager Tim Buck, Finance Director Bill Fentress, Personnel Director Chantelle Allison and Clerk to the Board Tracy Boyd. Commissioner Carl Ollison was not present. This meeting was open to the public, and proper notice was given.

Chairman Bohmert called the meeting back to order at 9:03am (recessed from the Regular Commissioner's meeting on May 6, 2024).

The purpose of the meeting was:

1. Tabled Item: Deductible Reimbursement Policy
2. Review current year (23-24) YTD and projections
3. FY 24-25 General Fund Budget
 - a. Revenues and Expenses
 - b. Salaries and Benefits
 - c. Capital requests vs recommended
 - d. New position and other expense requests vs recommended
4. FY 24-25 Water Fund Budget
 - a. Revenues and Expenses
 - b. Salaries and Benefits
 - c. Capital requests vs recommended
5. Other Funds
 - a. PC Schools
 - b. PCC (Pamlico Community College)
 - c. PC Library
 - d. Rescue Squad
6. Non-mandated Departments Discussion
7. General Discussion
8. Department by department line item review

The board discussed and reviewed the revised Deductible Reimbursement Policy (tabled from May 6, 2024 Regular Meeting).

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

BE IT RESOLVED, the request for approval of the revised Deductible Reimbursement

Policy, is hereby approved.

County Manager Tim Buck and Finance Officer Bill Fentress provided updates on the current year-end (FY 23-24) General Fund and financial projections. Board/manager discussion included: revenue predictions for the upcoming fiscal year (FY 24-25), the departments’ capital item lists, new position requests, increases to general operating expenses, and proposed budget cuts in order to balance the budget. The same discussion process was repeated for separate agencies that are funded by the County, ie: PC Schools, PCC, PC Library, and Rescue/Ambulance Service.

The Board discussed and reviewed the non-mandated departments and options to minimize expenses.

Commissioner Ed Riggs left at 11:57.

Chairman Bohmert invited Personnel Director Chantelle Allison to discuss and compared the current part-time positions employees and COLA options.

The Board then discussed a Budget Amendment from Tax Administrator Lauren Murray.

On a motion made by Commissioner Baskervill and seconded by Commissioner Prescott, and unanimously approved, to add Budget Amendment (#24-137) from Tax Department to the agenda (Not present - Commissioner Riggs and Ollison).

On a motion made by Commissioner Prescott and seconded by Commissioner Brinson, the following resolution was unanimously approved (Not present - Commissioner Riggs and Ollison).

BE IT RESOLVED, the request for approval of the following Budget Amendment is hereby approved.

<i>Department: Tax</i>			#24-137
FISCAL YEAR 2023-2024			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
104140-519200	Professional Services		\$ 100.00
104140-531000	Travel	\$ 100.00	
<i>Reason for Budget Revision:</i> Lauren & Rhonda – VIRTUAL Sales Ratio class. \$50.00 per person.			

There being no further business, on a motion made by Commissioner Baskervill and seconded by Commissioner Prescott, the Board adjourned until the next regular meeting on Monday, May 20, 2024 at 7:00pm. Time recorded: 1:08pm

Chairman

Clerk to the Board