

**REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF  
COMMISSIONERS  
MONDAY FEBRUARY 18, 2008**

The Pamlico County Board of Commissioners met in regular session on Monday February 18, 2008 in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with exception of Mr. Roy Brinson. Also present were County Attorney Jim Hicks, County Manager Tim Buck, Finance Officer Jim Philyaw and Clerk to the Board Kathy P. Cayton.

Chairman Doug Brinson called the meeting to order.

Chairman Doug Brinson then called for corrections and/or additions to the regular and closed session minutes of the February 4, 2008 meeting. Changes were noted and made.

On a motion made by Commissioner Ann Holton and seconded by Commissioner Christine Mele, the following resolution was unanimously approved.

**BE IT RESOLVED, the regular and closed session minutes of the February 4, 2008 meeting are hereby approved and the Chairman's signature is authorized thereon.**

Chairman Doug Brinson recognized Mr. Kevin Widderrich from Hazen and Sawyer who gave a power point presentation of the Pamlico County Water System Master Plan Phase 2. The following tests were done:

- Performed Hydrant Flow Test
- Performed Hydraulic Gradient Test
- Performed Diurnal Curve Measurement
- Performed Model Calibration
- Built Hydraulic Model in Phase 1
- Performed Hydrant Flow Test Calibration
- Performed Tank Level Calibration

Mr. Widderrich informed Board Members that Phase 3 has begun.

County Manager Tim Buck presented to the Board with information on the request for approval of six mile fire districts. Currently, fire districts are considered to be five (5) miles travel distance from the fire department, but as more citizen's move into and build in the County they are located farther away from the fire departments which in turn is the need of the proposal of the six (6) mile fire districts. County Manager Buck recommended approval of the districts and the authorization of required signatures on documents. County Attorney Jim Hicks requested two (2) changes to documents.

On a motion made by Commissioner Jimmy Spain and seconded by Commissioner Carl Ollison, the following resolution was unanimously approved.

**BE IT RESOLVED, the Pamlico County Board of Commissioners approve six (6) mile fire districts contingent upon the following correction to documents:**

- **Strike Municipal Corporation of Pamlico County, N.C. from first paragraph**
- **Update signatures on document**

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Christine Mele and seconded by Commissioner Jimmy Spain, the following resolutions were unanimously approved.

**BE IT RESOLVED, the quote from Concrete Curbing Express Inc. at the cost of \$2,227 to perform the concrete curbing around the island areas of the parking lot is hereby approved.**

**BE IT FURTHER RESOVLED, funds will come from the Law Enforcement Center Project Fund.**

**BE IT RESOLVED, the fireworks display for the Croaker Festival on July 5, 2008 or in the event of inclement weather on the “rain date” of Sunday evening July 6, 2008 is hereby approved.**

**BE IT RESOLVED, the following budget revisions are hereby approved.**

The original budget is being revised with this Budget Revision. A Budget Amendment will revise the total dollar amount, either increase or decrease, of the original Budget Ordinance. A Line Item Transfer will revise the dollar amounts allocated between different programs in a department with more than one budget code or different line items within a single department code but will not increase or decrease the budget ordinance.

**(R)=REVENUES E)=EXPENDITURES FISCAL YEAR 2007-2008**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	\$ AMOUNT (+) INCREASED	\$ AMOUNT (-) DECREASED
104140-538100 (E)	General Fund-Tax Listing Supervisor-Programming		\$952
104140-534000 (E)	General Fund-Tax Listing Supervisor-Printing	\$952	

Reason for Budget Revision:

This budget amendment represents a request from the Tax Supervisor to transfer funds from her Programming line item to the Printing line item to purchase additional receipt books and prepayment continuous NCR (Nation al Cash Register) paper to run the department for the remainder of the Fiscal Year.

The original budget is being revised with this Budget Revision. A Budget Amendment will revise the total dollar amount, either increase or decrease, of the original Budget Ordinance. A Line Item Transfer will revise the dollar amounts allocated between different programs in a department with more than one budget code or different line items within a single department code but will not increase or decrease the budget ordinance.

<b>(R) REVENUE (E) EXPENDITURE</b>		<b>FISCAL YEAR 2007-2008</b>	
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT (-) DECREASED</b>
104170-519900 (E)	General Fund-Elections-Contracted Services	\$435	
104170-534000 (E)	General Fund-Elections-Printing		\$435

Reason for Budget Revision:

This budget amendment represents a request from the Elections Director to transfer funds from the Printing line item to the Contracted Services line item to cover the cost of a copier for the remainder of this Fiscal Year. The Elections Office does not have a copier in their department to process documents needed to run the office. The copier contract is included elsewhere in the Consent Agenda. The original quote was to provide this copier for \$90 per month for a sixty (60) month lease. Upon negotiations with CopyPro, the price was reduced to \$87 per month.

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104170-535200 (E)	General Fund-Elections-M&R Equipment		\$500
104170-526000 (E)	-Office Supplies	\$100	
104170-529000 (E)	-Departmental Supplies	400	

Reason for Budget Revision:

This budget amendment represents a request from the Elections Director to transfer funds from the Maintenance and Repair Equipment line item to replace additional expenses related to the municipal elections during this Fiscal Year. The towns have been billed for their share of the expenses and have paid these invoices. The revenues were projected appropriately. However, the expenses were more than anticipated. This budget amendment will provide appropriate funding in these accounts through the end of the Fiscal Year.

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100211-435197 (R)	General Fund-Rest. Stat. Health-Healthy Carolinians	\$12,048	
105197-512102 (E)	General Fund-Healthy Carolinians- Salaries/Benefits	4,375	
105197-531000 (E)	-Travel	424	
105197-529000 (E)	-Departmental Supplies	1,174	
105164-532000 (E)	-Telephone	175	
105164-522000 (E)	-Food and Provisions	250	
105159-537000 (E)	-Advertising	500	
105159-529900 (E)	-Printing Supplies	2,000	
105159-519900 (E)	-Contracted Services	3,150	

Reason for Budget Revision:

This budget amendment is requested by the Health Director. These are additional funds received from the Division of Public Health, Office of Healthy Carolinians/Health Education.

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<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>AMOUNT (+) INCREASED</b>	<b>AMOUNT (-) DECREASED</b>
100211-435152 (R)	General Fund-Rest. State Health-Women Prev. Health	\$1,103	
105164-523900 (E)	-Women Prev. Health-Medical Supplies	1,103	

Reason for Budget Revision:

This budget amendment is requested by the Health Director to recognize additional Title X funds for family planning services for this fiscal year.

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100211-435510 (R)	General Fund-Rest-State-Health-Aid to Counties	\$15,000	
104380-555000 (E)	-New General Fund-Animal Control-Capital Outlay	8,700	
104380-529000 (E)	-Departmental Supplies	3,000	
104380-532000 (E)	-New Telephone	800	
104380-537000 (E)	-New Advertising	500	
104380-525100 (E)	-Auto Supplies	1,600	
104380-538100 (E)	-New Programming	400	

Reason for Budget Revision:

This budget amendment is requested by the Health Director to recognize additional funds being received from General Aid-to-Counties Funds. The Health Department would like to use these funds for improvements in the Animal Control area.

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100400-438309 (R)	General Fund-Sales and Services-Senior Services Tours	\$10,000	
104930-549880 (E)	General Fund -Senior Center-Tours	9,000	
104930-529000 (E)	-Departmental Supplies	1,000	
100400-438323 (R)	General Fund-Sales and Services-Health Promotion Program	\$ 184	
104933-519900 (E)	General Fund-Health Promotion-Contracted Services	184	

Reason for Budget Revision:

This budget adjustment is requested by the Senior Services Director to recognize additional funds in the Senior Services Tours Program and the Health Promotion Program.

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100211-435152 (R)	General Fund-Rest. State Health-Women Prev. Health	\$1,278	
105164-529000 (E)	Women Prev. Health -Departmental Supplies	1,278	

Reason for Budget Revision:

This budget amendment is requested by the Health Director to recognize additional TANF (out-of-wedlock birth prevention) funds for family planning services for this fiscal year.

**BE IT RESOLVED, the request from Tax Administrator Kathryn Tyndall, to advertise Taxes that are Liens on Real Property is hereby approved.**

On a motion made by Commissioner Ann Holton and seconded by Commissioner Jimmy Spain, the following resolution was unanimously approved.

**BE IT RESOLVED, Commissioner Paul Delamar is hereby excused from voting on the Tax Releases due to a conflict of interest.**

On a motion made by Commissioner Jimmy Spain and seconded by Commissioner Christine Mele, the following resolution was unanimously approved.

**BE IT RESOLVED, the following tax releases are hereby approved.**

Name	Year	Tax/Ticket	Reason	Amount
Taylor, Jeffery	2006	17629/38	Interest accrued on Acct.	\$ 16.14
Wood, Shirley	02-05	6228050/14798	Property sold	\$ 39.20
Taylor, Garry	2007	23124/17890	MH sold	\$108.48
Gibbs, Raymond	2007	1895800/6233	MH listed in error	\$109.99
Raub, Paul	2006	7493/16215	Clerical Error	\$ 11.49
De Jos, Peter	2007	16650/17511	Boat not in Cty	\$141.73
McCoy, Terry	2006	6577/9141	Not in Minnesott Bch	\$ 1.23
Williams Storage	2006	17920/15187	Trailer not in Arapahoe	\$ 52.71
Quinn, William	2007	23103/17802	Boat not in Oriental	\$ 27.93
Cutshall, James	2007	8307/4448	Did not receive letter	\$ 8.27

The Board then turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Ann Holton, the following resolution was unanimously approved.

**BE IT RESOLVED, the request from Board of Elections for the rental of a copier from Copypro at the lease price of \$87.00 per month for sixty (60) months is hereby approved.**

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Jimmy Spain, the following resolution was unanimously approved.

**BE IT RESOLVED, the request from Ms. Jayne Robb, Economic Developer to apply for the FEMA Flood Mitigation Assistance (FMA) grant is hereby approved.**

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Ann Holton, the following resolution was unanimously approved.

**BE IT RESOLVED, the Mr. Doug Sligh Commissioner Christine Mele's selection for the Comprehensive Transportation Plan Steering Committee is hereby approved.**

On a motion made by Commissioner Jimmy Spain and seconded by Commissioner Paul Delamar, the following resolution was unanimously approved.

**BE IT RESOLVED, Ms. Teresa Scott is hereby appointed to the Pamlico County Health Board as a member of the General Public since a Pharmacist did not apply.**

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Jimmy Spain, the following resolution was unanimously approved.

**BE IT RESOLVED, the Space Needs Committee will now be known as "Building and Grounds Committee".**

**BE IT FURTHER RESOLVED, Commissioner Jimmy Spain will replace Commissioner Ann Holton on the Building and Grounds Committee.**

Building and Grounds Committee will hold a meeting on Tuesday March 4, 2008 at 5:00 p.m. in the Board of Commissioners Room.

On a motion made by Commissioner Jimmy Spain and seconded by Commissioner Carl Ollison, the Board unanimously agreed to go into closed session in accordance with G. S. 143.318.11 (a) 3 client attorney privilege.

On a motion made by Commissioner Ann Holton and seconded by Commissioner Paul Delamar, the Board went back into open session.

No action was taken in closed session.

There being no further business on a motion made by Commissioner Christine Mele and seconded by Commissioner Jimmy Spain, the Board adjourned until Monday March 3, 2008 at 7:00 p.m.

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Chairman

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Clerk to the Board