

**REGULAR SESSION OF THE PAMLICO COUNTY BOARD OF  
COMMISSIONERS  
MONDAY SEPTEMBER 15, 2008**

The Pamlico County Board of Commissioners met in regular session on Monday September 15, 2008 at 7:00 p.m. in the Patsy H. Sadler Room of the Pamlico County Courthouse. All Commissioners were present with exception of Commissioner Christine Mele. 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 called for corrections and/or additions to the regular and closed session minutes of the September 2, 2008 meeting. There being none on a motion made by Commissioner Paul Delamar and seconded by Commissioner Ann Holton, the following resolution was unanimously approved.

**BE IT RESOLVED, the regular and closed session minutes of the September 2, 2008 meeting are hereby approved and the Chairman's signature is authorized thereon.**

Chairman Doug Brinson asked if there were any additions and/or deletions to the agenda. County Manager Tim Buck presented one addition.

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

**BE IT RESOLVED, the addition of the DJJP Budget Amendment to the agenda is hereby approved.**

Chairman Doug Brinson declared the Public Hearing for the Florence/Whortonsville Fire District Annexation open.

County Manager Tim Buck informed Board Members that he has to confirm to the number of residents with the Tax Department and to tie signatures to the effective tax date to General Statutes.

Board Members agreed to recess the public hearing so the numbers can be verified.

On a motion made by Commissioner Paul Delamar and seconded by Commissioner Carl Ollison, the Board unanimously agreed to recess the Public Hearing until Monday October 6, 2008.

The Board then turned their attention to the Consent Agenda.

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

**BE IT RESOLVED, the request from Economic Developer, Jayne Robb to execute lease agreements for three (3) mitigated properties is hereby approved. The properties are as follows:**

- 1730 Whortonsville Road, Merritt
- 773 Horne Road, Lowland
- 4802 Lowland Road, Lowland

**BE IT RESOLVED, the request from Finance Officer Jim Philyaw for approval of an Installment Purchase Contract for three (3) Sheriff's Vehicles is hereby approved. (See amendment to resolution below) \*.**

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

**BE IT RESOLVED, the request from the EMS Advisory Committee for approval of the Quick Response Service Recognition (QRS) Program prepared by Dr. Stanley Koontz is hereby approved.**

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

**BE IT RESOLVED, the request from Finance Officer Jim Philyaw for approval of the five (5) year Installment Purchase Contract for Water System Improvements is hereby approved.**

**BE IT FURTHER RESOLVED, the following Budget Amendment is 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) REVENUE (E) EXPENDITURE		FISCAL YEAR 2008-2009	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
300200-433260 (R)	Water Fund-Unrestricted Intergovernment-Rural Center Grant		\$212,010
300226-449300 (R)	Water Fund-Local Water Service-Loan Proceeds	\$212,010	

Reason for Budget Revision:

This budget amendment represents a reduction in the amount of Installment Loan Proceeds budgeted in the Water Department's FY2008-2009 budget. The entire amount of the Dechlorination Project was budgeted as funded by Installment Loan Proceeds from a bank. However, the Rural Center gave the County a grant for 50% of the estimated cost. The Rural Center grant will pay for \$212,010 of the project cost. The Installment Loan Proceeds will be used for the remaining cost of the project.

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

**BE IT RESOLVED, the Board agreed to revisit the Installment Purchase Contract for Sheriff's Vehicles.**

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

**BE IT RESOLVED, the resolution for an Installment Purchase Contract for three Sheriff's Vehicles is hereby rescinded.**

**BE IT FURTHER RESOLVED, the three (3) Sheriff's Vehicles will be purchased and paid for in full.**

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 2008-2009	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100000-439900 (R)	General Fund-Balance Sheet Acct.-Fund Balance Approp.	\$55,000	
104310-555000 (E)	General Fund-Sheriff-Capital Outlay	55,000	

Reason for Budget Revision:

This budget amendment is being processed to account for the Board of Commissioners request that the three (3) police vehicles purchased for the Sheriff's department will be paid at the time of purchase instead of on a lease-purchase agreement with First Citizens Bank. The total cost of these vehicles plus equipment is approximately \$75,000. The County's Fiscal Year 2008-2009 budget has these vehicles budgeted as a three (3) year lease purchase agreement with \$20,000 budgeted as a down payment. The Board requested this change at their Monday, September 15, 2008 meeting.

On a motion made by Commissioner Carl Ollison and seconded by Commissioner Paul Delamar, the following resolution was passed by majority vote. Commissioners Doug Brinson and Ann Holton casted dissenting votes.

**BE IT RESOLVED, that Animal Control previously managed by the Health Department will be now be placed under the County Manager.**

**BE IT FURTHER RESOLVED, the following Budget Amendment is 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)=REVENUE (E)=EXPENDITURES		FISCAL YEAR 2008-2009	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105110-512100 (E)	General Fund-Health Dept.-Salaries/Wages		\$25,582
105110-518100 (E)	-FICA Exp.		1,617
105110-518101 (E)	-Medicare Exp.		378
105110-518200 (E)	-Retirement Exp.		1,271
105110-518210 (E)	-401K Exp.		767
105110-518300 (E)	-Insurance Exp.		6,300
105110-518600 (E)	-Workers Compensation Exp.		876
104380-512100 (E)	General Fund-Animal Control.-Salaries/Wages	\$25,582	
104380-518100 (E)	-FICA Exp.	1,617	
104380-518101 (E)	-Medicare Exp.	378	
104380-518200 (E)	-Retirement Exp.	1,271	
105110-518210 (E)	-401K Exp.	767	
105110-518300 (E)	-Insurance Exp.	6,300	
105110-518600 (E)	-Workers Compensation Exp.	876	

Reason for Budget Revision:

This budget amendment is being processed to account for the Board of Commissioners request to move the Animal Control program from the Health Department to the Administration Area. The Board has transferred the supervision of the Animal Control program from the Health Director and placed it under the supervision of the County Manager. The Board requested this change at their Monday, September 15, 2008 meeting.

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

**BE IT RESOLVED, the following Budget Amendment is 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.

**FISCAL YEAR 2008-2009**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100213-435852 (R)	General Fund-Rest. State Other-Intervention/Delinquency		\$202
100000-439900 (R)	General Fund-Balance Sheet Accounts-Fund Balance Approp.		20
105835-500000 (E)	General Fund-DJJP Intervention Delinquency-Expenditure		222

*Reason for Budget Revision:*

This budget amendment is requested to properly account for a typo error by StillWaters on their August 13, 2008 Program Agreement and Funding Allocations approved by the Board of Commissioners. The County's Fiscal Year 2008-2009 amended budget showed revenues of \$59,543 and expenditures of \$65,497. This budget amendment will balance the FY2008-2009 budget to reflect the actual revenues of \$59,341 and expenditures of \$65,275 associated with the DJJDP Funding Agreement. The Appropriated Fund Balance decrease brings the County's budgeted match of \$5,954 to the required \$5,934. The County's determined match requirement is 10%.

A motion was made by Commissioner Roy Brinson and seconded by Commissioner Jimmy Spain, the Board went into closed session in accordance with G. S.143. 318.11(a) 5 & 6 .

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

There was no action taken in closed session.

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

**BE IT RESOLVED, the County Manager is hereby authorized to hire the Assistant Finance Officer above the hire rate.**

There being no further business on a motion made by Commissioner Jimmy Spain and seconded by Commissioner Ann Holton, the Board recessed until September 22, 2008 at 1:00 p.m.

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Chairman

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Clerk to the Board