

PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
MONDAY, OCTOBER 06, 2008 MINUTES

Pitt County Board of Commissioners met on Monday, October 06, 2008 at 9:00AM in the Commissioner's Auditorium, Pitt County Office Building, 1717 W 5th Street, Greenville, North Carolina.

Board Members Present:

Mark W. Owens, Jr., Chairman
Melvin McLawhorn, Vice Chairman
Eugene James, Commissioner
David Hammond, Commissioner
Beth Ward, Commissioner
Tom Coulson, Commissioner
Tom Johnson, Commissioner
Jimmy Garris, Commissioner
Kenneth Ross, Commissioner

Staff Present:

Scott Elliott, County Manager
Patricia Staton, Clerk to the Board
Janis Gallagher, County Attorney
Melonie Bryan, Deputy County Manger/ Chief Financial Officer
Michael Taylor, Deputy County Manager/Chief Information Officer
Florida Hardy, Human Resources Director
James Rhodes, Planning Director
Phil Dickerson, County Engineer
Noel Lee, Emergency Manager Director
Dean Phillips, Admin. Assistant I
Michele Whaley, Animal Control Program Manager

Call to Order

Chairman Mark W. Owens, Jr., called the meeting to order and welcomed everyone.

Roll Call

Invocation and Pledge

Meeting Notes

The Invocation was offered by Commissioner Beth Ward and the Pledge of Allegiance was led by Commissioner Kenneth Ross.

Approval of Agenda

Information Provided with the Agenda

Motion:

Approval of agenda as submitted.

Motion made by Vice Chairman Melvin McLawhorn.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Issue Oaths of Office

Oath of Office - Scott Elliott

Information Provided with the Agenda

The Oath of Office will be issued by Chairman Mark W. Owens, Jr., to Janis Gallagher who was appointed as county attorney effective October 1, 2008.

Staff Recommendation

Meeting Notes

Chairman Mark W. Owens, Jr. swore in Janis Gallagher as county attorney.

Employee Service Awards

Employee Service Awards and Reception - Florida Hardy

Information Provided with the Agenda

Employees with 5, 10, 15, 20, 25 and 30 years of service with Pitt County are recognized by the Board of County Commissioners each quarter. Employees who reach these 5-year milestones during a quarter are honored at the next regularly scheduled Commissioner's meeting following that quarter.

Meeting Notes

Vice Chairman Melvin McLawhorn, Mr. Elliott and Ms. Hardy recognized employees for their years of service to Pitt County.

Commissioner Hammond joined the meeting at this time.

Reception

A reception was held in honor of those employees honored for their years of service to Pitt County.

Public Addresses to the Board

Meeting Notes

Ron Allison, Pitt County Animal Control Advisory Board Chairman. Mr. Allison spoke in support of the animal control ordinance being considered by the Board. He spoke about the Advisory Board hearing from Pitt County residences whose animals are injured or killed and very little can be done to help. Mr. Allison spoke the about the ordinance being fair and the comprehensive update. He said on behalf of the Advisory Board he hoped the Board would give the proposed ordinance serious consideration. Mr. Allison thanked the Board for their time.

Barbara Bullington, 4730 Oakley Road. Ms. Bullington asked the Board to adopt an ordinance banning tethering on dogs. She spoke about seeing dogs on short tethers and small dogs meant to be indoors left outside all day. Ms. Bullington said there are 100 communities in 30 states that have passed this ordinance. She thanked the Board for their time.

Items for Report

Manager's Report - Scott Elliott

Information Provided with the Agenda

Next Meeting Dates;

October 20th - 6pm - Regular Meeting

November 3rd - 9am - Regular Meeting

Time Warner Transfer Request - Update

Candlewick Sanitary District Update

Meeting Notes

Mr. Elliott reviewed the next meeting dates.

Mr. Elliott provided the Board with an update on the Time Warner Transfer Request. He said staff has met with Time Warner and he is pleased to announce the interconnect in Grimesland is working. He said the Farmville interconnection was also discussed. Mr. Elliott said for many years the County has been working to get a live signal in Farmville and it has been discovered it is ready. He said there are two options; the Town of Farmville to purchase equipment to run channel 13 on their channel and the other option would be for Time Warner to allow the Town of Farmville to have another Public Access Channel. Mr. Elliott spoke about the sale of a portion of the system located in Grimesland/Simpson to Windjammer. He said at this time, the County has requested all documents from Time Warner associated with the sale. He said at this time, Time Warner is non compliant with the request. Mr. Elliott reminded the Board that Pitt County has the Right of First Refusal on the sale. The sale cannot be made to Windjammer until the Board has been given the opportunity to view the documents. Mr. Elliott requested approval to hold a public hearing on October 20, 2008. He said this will satisfy the requirements of the transfer of the system. Chairman Owens said without objection the Board accepts the date requested by Mr. Elliott.

Mr. Elliott updated the Board on the Candlewick Sanitary District request. He said staff has met with the State and was told in order to hold a public hearing, Pitt County Government and the Department and Environment and Natural Resources would need to hold the public hearing together. Mr. Elliott said the County has made a request to the Department and Environment of Natural Resources to schedule the date. He said at this time the Department Environment and Natural Resources will be making sure the request is in the best interest of the Candlewick area. He said the county may not hear back from the Department Environment and Natural Resources until the first of the year.

Investment / Banking Update - Melonie Bryan

Information Provided with the Agenda

At the request of Commissioner Johnson, staff will be prepared to share information about the County's investment portfolio and financial expectations given the current market volatility.

Staff Recommendation

None required - information only.

Meeting Notes

Ms. Melonie Bryan gave the Board an update on the County's investment portfolio and financial expectations. Ms. Bryan said the main banking accounts are with Wachovia.

Main Banking Accounts – A/P and Payroll functions @ Wachovia

Maintain approximate balance of \$4m/daily as per our banking agreement to cover accounts payable and payroll.

Wachovia assets were collateralized @ 133% at June 30, 2008 – this is the statutory safeguard for funds above the FDIC limit.

Maintain JMMA with \$1.5-2 million daily balance for same day investment purposes – immediate cash flow needs.

Maintain Hospitalization Fund at Wachovia - \$500k average daily balance – claims run \$110-130k/week.

Will continue to monitor daily – expect information on name/process change by 12/31/08.

Investments – diversified in nature – different locations, instruments and maturity dates.

NCCMT – \$29-30 million - SEC registered, monitored by trustees, AAA rated.

Commercial Paper – \$16 million – yields range from 2.5 – 2.8% - all investments mature by mid-November. Will be watching the current economic conditions prior to reinvesting. A1/P1 rated or better.

Certificates of Deposit - \$7 million – multiple institutions - all either FDIC insured or with pool member institutions. 6-12 month maturities.

Have more “cash” / liquidity at this time of the year due to August tax collections.

Ad Valorem Taxes

Through August 2007 – Real/Personal/Landfill - 35% collected

Through August 2008 – Real/Personal/Landfill – 39% collected
For August 2008 – both occupancy taxes and gross receipts collections
higher than previous year.

Sales Tax Revenue Status

Last deposit – prior fiscal year

June 2007 \$2.5m

June 2008 \$2.65m (remitted August 15)

First deposit – current fiscal year

July 2007 \$2.5m

July 2008 \$2.9m (remitted September 15) 12.55% of budget

In terms of overall General Fund Budget – end of first quarter

Revenues – \$43m collected (39% of budget)

Expenditures - \$25m spent (22.7% of budget)

Ms. Bryan stated that the County continues to monitor via Bankrate.com and participation in conference calls with the LGC, State Treasurer's Office, and discussions with the actual institutions (Citigroup, Wachovia, etc).

Best advice – proceed w/ caution, monitor situation & continue to serve our Citizens.

Chairman Owens thanked Commissioner Johnson for recommending the Board receive the report on the County's investment portfolio and financial expectations.

Items for Consent

July - August 2008 Tax Collector's Report (corrected) - Ramon Revilla

Information Provided with the Agenda

The attached report is the corrected version of the item previously presented to the Board at the September 22, 2008 meeting. The information is substantially the same - the correction lies in the prior year's "Motor Vehicle Collection %".

While our collections for motor vehicles are down as compared to last fiscal year, we have also billed significantly more vehicles and staff has been instructed to place added emphasis on these collections to bring our collections back on track.

Staff Recommendation

None - accept revised report for the record.

See Appendix 1

Manager Comments

Concur with recommendation to approve Tax Collector's report.

Motion:

None - accept revised report for the record.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Refund - August 2008 - Ramon Revilla

Information Provided with the Agenda

The Tax Assessor's Office has a tax refund for prior years - 2003, 2004 and 2005 taxes - that is due to First American Real Estate Tax Service. The square footage for tax purposes had been overstated which led to over valuation on the property. This refund request should have been processed in August but it was not processed due to the departure of the Tax Collector (it was overlooked in the transition).

Therefore, approval to issue refund of \$383.89 is requested.

Staff Recommendation

Approve tax refund and direct Financial Services to process request.

Manager Comments

Concur with recommendation to approve refund.

Motion:

Approve tax refund and direct Financial Services to process request.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Refunds - August 2008 (NCPTS dated 100608) - Ramon Revilla

Information Provided with the Agenda

The following report, as required by NCGS 105-381(b) reflects the refund summary for this same period for accounts with < \$100 due.

County	15	\$1,139.75
City	5	138.42

Refunds for the period > \$100 that require individual BOCC approval:

70 Refunds totaling \$46,971.69

(City = \$16,501.83 County = \$30,469.86)

Attachment provided behind abstract reflects individual account detail.

This volume of refunds is typical for August as the County processed approximately \$25 million in payments - many from escrow companies and applied towards a substantial # of tax accounts from electronic tapes.

Staff Recommendation

Approve refund report and direct staff to process as needed.

See Appendix 2

Manager Comments

Concur with recommendation to approve refunds for August, 2008.

Motion:

Approve refund report and direct staff to process as needed.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment - Elections - \$26,158 (No County Funds) - Melonie Bryan

Information Provided with the Agenda

The State Board of Elections notified us that Pitt County is approved for Additional One-Stop Site grant money. One-Stop expenses such as staffing, training, site expenses, supplies, and operational management can be covered by this grant money.

Staff Recommendation

Approve as submitted.

See Appendix 3

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment - \$6,852 - Financial Services (No County Funds) - Melonie Bryan

Information Provided with the Agenda

This budget amendment appropriates unspent balance of \$6,852 from the JCPC grants in order to refund the State. No local money involved.

Staff Recommendation

Approve budget amendment as presented.

See Appendix 4

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve budget amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment - Heath Department - Adolescent Pregnancy Prevention - \$6,000 - John Morrow

Information Provided with the Agenda

Pitt County Memorial Hospital grants to support adolescent pregnancy prevention and youth development in the North Pitt/Bethel attendance area.

Staff Recommendation

Approve as presented.

See Appendix 5

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment - Social Services - Functional Assessments - \$12,600 (No County Funds) - George Perry

Information Provided with the Agenda

The Department of Social Services has received additional funds for a new service, Work First Functional Assessments. These funds are 100% Federal TANF funds. The funds will be used in the Work First Program to assess clients and document a person's ability to work.

The Department is requesting the approval of the attached Budget Amendment to increase revenues and expenditures by \$12,600.00.

No additional County Funds are requested.

Staff Recommendation

Staff recommends the approval of the attached Budget Amendment to increase revenues and expenditures by \$12,600.

See Appendix 6

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff recommends the approval of the attached Budget Amendment to increase revenues and expenditures by \$12,600.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment- Sheriff's Office - Accept grant award \$15,000 (No County Funds) - Ward Parker

Information Provided with the Agenda

The Sheriff's Office has been awarded \$15,000 from the Governor's Crime Commission to continue the Hoops & Hope program which is funded by Project Safe Neighborhood funding. This program allows for youth to participate in organized basketball activities while at the same time, instructors communicate with them concerning problems in our neighborhoods with an anti-violence message with an emphasis on gangs and gun violence. The request for these additional funds was approved by the board on 2/18/08.

Staff Recommendation

Staff accepts grant award for \$15,000 and approves budget amendment as presented.

See Appendix 7

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff accepts grant award for \$15,000 and approves budget amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment-Grant Acceptance-Sheriff's Office-\$221,041 (No County Funds) - Ward Parker

Information Provided with the Agenda

The Sheriff's Office has received grant award from the US Dept. of Justice. This grant will be shared by Sheriff's Office, High Point PD, Charlotte-Mecklenburg Police, the Western District US Attorney's Office and several victim services agencies. This grant will enable law enforcement to attack crimes against persons in forced prostitution and forced labor, as examples. Funding will provide for the Sheriff's Office to receive one full time investigator with in-kind local match. This grant request was brought to the board on 8/4/08.

Staff Recommendation

Staff recommends approval of budget amendment as presented.

See Appendix 8

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff recommends approval of budget amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Budget Amendment-Sheriff's Office-State Taxes on Controlled Substances-\$6,600 (No County Funds) - Ward Parker

Information Provided with the Agenda

The Sheriff's Office has received \$6,600 from the state for taxes on controlled substances. These are restricted funds and must be used for law enforcement purposes.

Staff Recommendation

Staff recommends approval of budget amendment as presented.

See Appendix 9

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff recommends approval of budget amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Approval of Minutes - Patricia Staton

Information Provided with the Agenda

September 22, 2008 Regular Meeting

Staff Recommendation

Approve the September 22, 2008 minutes as submitted.

Manager Comments

Concur with recommendation to approve minutes.

Motion:

Approve the September 22, 2008 minutes as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Items for Discussion

Consideration of Animal Control Ordinance (Proposed) - Michele Whaley

Information Provided with the Agenda

The Animal Control Advisory Board met on August 27th, 2008 and discussed a proposal for a new Animal Control Ordinance for Pitt County. The Advisory Board reviewed the first draft of a new Animal Control ordinance. At this same meeting, the Animal Control Advisory Board voted to send a formal recommendation to the Board of County Commissioners for their consideration of this new ordinance.

This proposed ordinance is a comprehensive ordinance which includes the nuisance and dangerous dog ordinances all in one document. It also includes a County wide leash law that does not affect hunters. It also defines what animal neglect/cruelty is thus making these offenses more enforceable. It also provides the Animal Control Officers a step in between education and court action by allowing officers to issue citations for various offenses.

At your meeting of October 6th, I plan to give the board and public a brief overview of the Animal Shelter's operations. This will include a current look at staffing, responsibilities, statistics, issues, etc. Through this presentation, it is my intent to explain the need for this new ordinance.

Staff Recommendation

Direct staff to draft a comprehensive animal control ordinance including provisions for animal cruelty, a leash law, a revised nuisance ordinance and incorporate the existing dangerous dog ordinance to bring back to the Board of Commissioners for consideration.

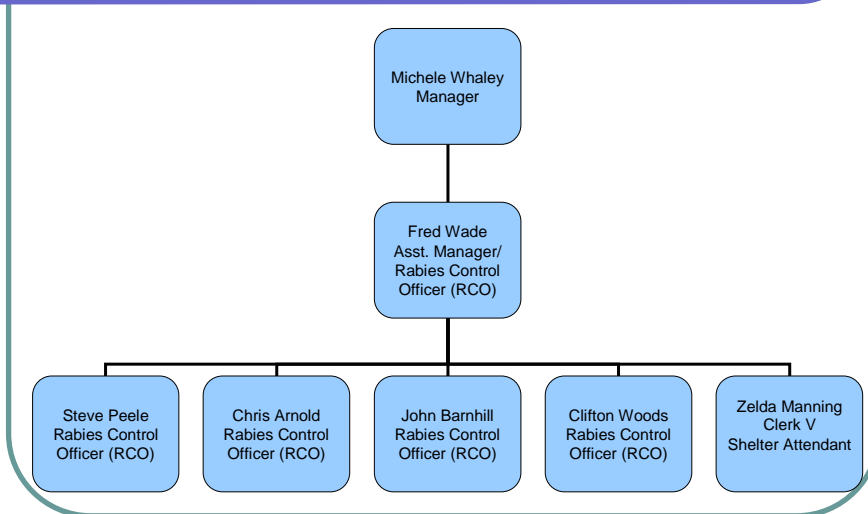
Manager Comments

Recommend to hear presentation by Animal Shelter Director Michele Whaley and then determine if it is warranted to take the next step in directing staff to develop a new Animal Control Ordinance.

Meeting Notes

Ms. Whaley provided the Board with a PowerPoint presentation.

Staffing – Seven Employees



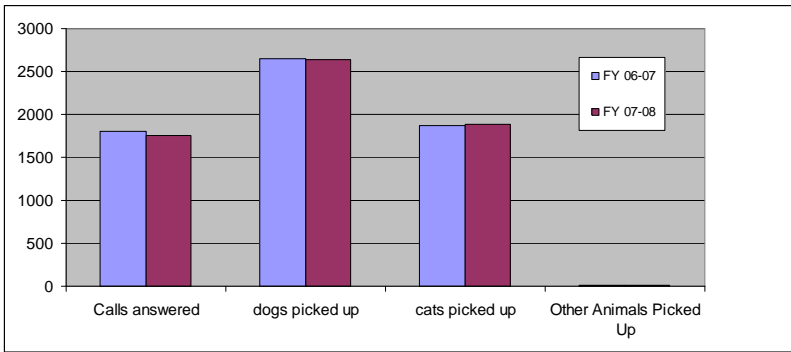
www.pittcoanimalshelter.petfinder.com

Responsibilities

- Enforce Rabies Control Laws- loaning out traps to citizens to catch unwanted animals
- Investigate all animal bite reports to include quarantine of animals
- Animal Nuisance Ordinance- complaint driven-burden on citizen to show proof of nuisance
- Dangerous Dog Ordinance
- Investigate all complaints of animal neglect/abuse through volunteers
- Hold Low Cost Rabies Clinics
- Supply to local veterinarians rabies vaccine and supplies on monthly basis
- Operate animal shelter which includes euthanization and adoption of animals
- CART Team- responds to emergencies such as hog truck overturn and or weather events

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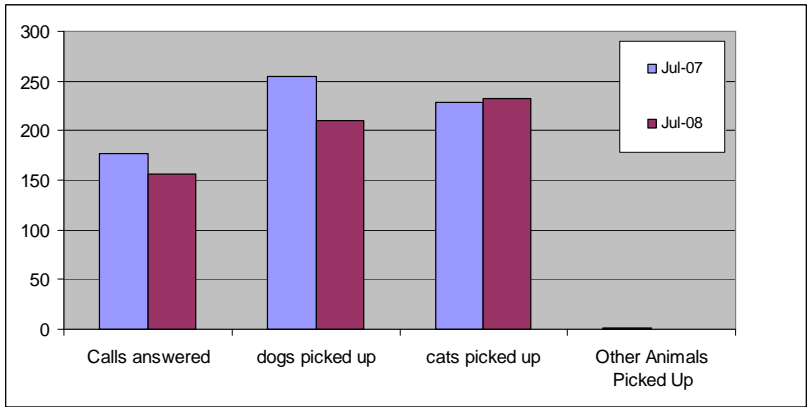
FY 07 and FY 08 Calls Answered



	Calls answered	dogs picked up	cats picked up	Other Animals Picked Up	Other picked up
FY 06-07	1801	2654	1876	10	1 fox, 1 bat, 4 opossum, 1 bird, 1 muskrat, 1 rabbit, 1 squirrel
FY 07-08	1759	2642	1882	6	1 possum, 1 bird, 2 rabbits, 1 fox, 1 racoon

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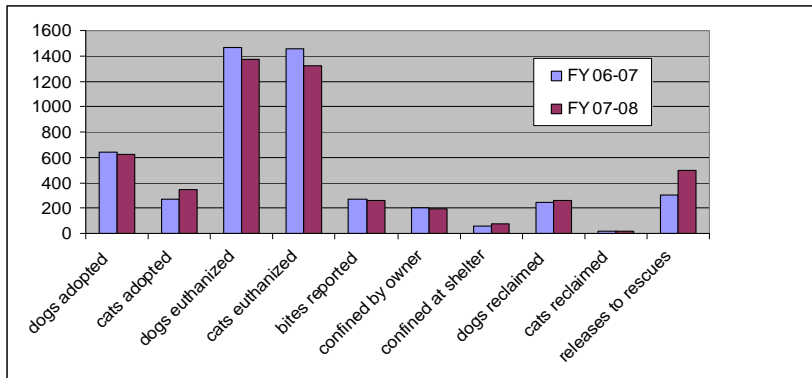
July 07 Compared to July 08



	Calls answered	dogs picked up	cats picked up	Other Animals Picked Up	Other picked up
Jul-07	177	255	229	1	1 racoon
Jul-08	156	210	232	0	

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Animal Dispositions FY 07 to FY08



	dogs adopted	cats adopted	dogs euthanized	cats euthanized	bites reported	confined by owner	confined at shelter	dogs reclaimed	cats reclaimed	releases to rescues
FY 06-07	641	269	1462	1454	267	205	62	243	16	304
FY 07-08	623	346	1374	1318	264	192	72	262	20	493

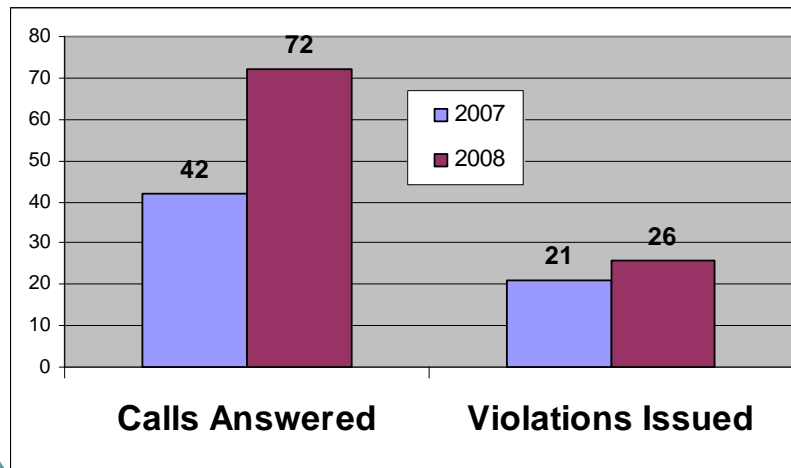
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Issue

- No Leash Law in Pitt County

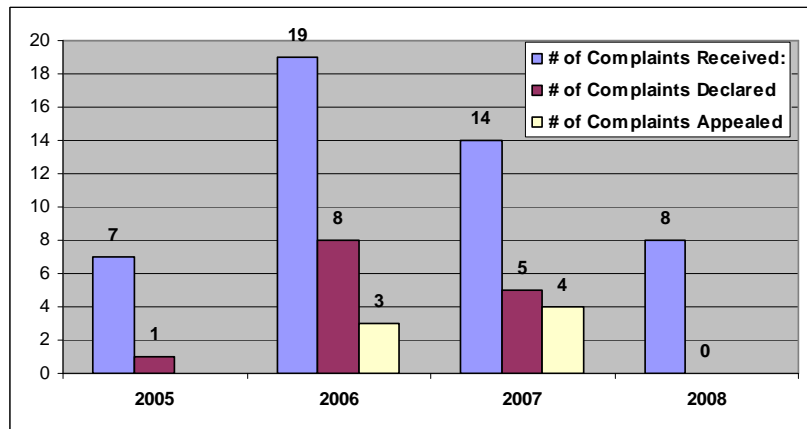
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Animal Neglect/Cruelty Cases



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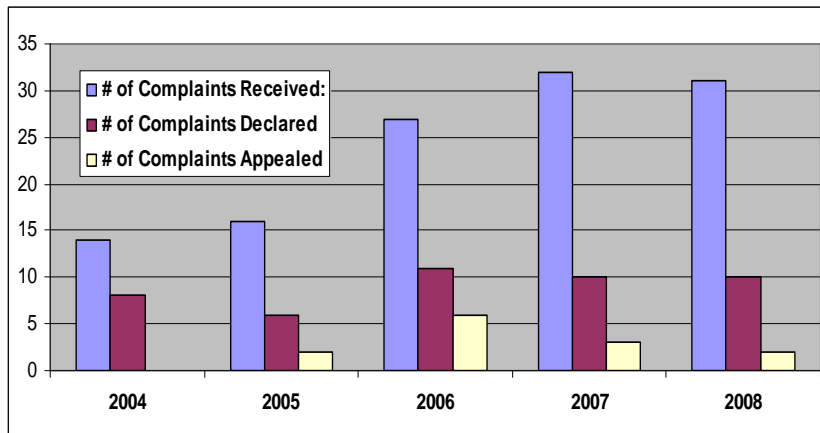
Nuisance Complaints



3 fines issues- only one out of 3 collected

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Dangerous Dog Complaints



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Why we need a new ordinance

- Statistics show Pitt County is continuing to grow
- Based on population of 151,970 it is estimated we have 32,875 dogs in Pitt County and 37,770 cats
- Increased citizen complaints on nuisance animals, unwanted (stray) animals and neglect/cruelty complaints
- NC General Statute addressing neglect/cruelty of animals very vague and not defined clearly which is resulting in loss of cases in court, inability to effectively address problem in Pitt County

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Animal Neglect/Cruelty

- Only 8 **Volunteers** available to investigate all animal cruelty/neglect cases
 - Volunteers are not always available during working hours to handle emergency referrals
 - Solid Waste Deputy can only assist with initial check and only during business hours
 - Outcomes in court have been less than favorable
 - Due to lack of clear authority to enter property to investigate
 - Unclear standards for animal care in state law

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Proposed Ordinance

- Endorsed (voted on) by the Pitt County Animal Control Board
- Would not affect hunters
- Includes a leash law
- Defines Animal neglect/cruelty- in addition to appointed cruelty investigators would enable PCAS staff to investigate and take action
- Incorporates nuisance and dangerous dog ordinance
- Provides a step in between education and court-officers would be able to write citations for things such as failure to vaccinate for rabies, neglect of animal, etc

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Impacts of New Ordinance

- To effectively enforce new ordinance with a leash law would need more staffing and shelter space
- In comparison to counties of similar size we estimate we would need
 - 3 more officers
 - 4-5 more shelter staff
 - Increased Holding space consisting of
 - 100 dog runs
 - 75 cat cages

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Next Steps

- 10/22/08- Animal Control Advisory Board meets
- 11/3/2008 Present final draft of ordinance to BOCC
- 11/17/2008 Public Hearing on Ordinance

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Options

- Enact a comprehensive animal control law, including a leash law, and add necessary resources to the shelter
- Enact a comprehensive animal control ordinance, without a leash law
- Enact an ordinance to address animal cruelty/neglect issues
- No change to current ordinances already in existence

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Commissioner James spoke about living in a rural area. He spoke about his dogs being use to being free. Commissioner James stated just about every town and city in Pitt County has a lease law. Commissioner James said putting this ordinance in place would upset citizens who hunt. He said he hoped something else could be done because it will cause a problem for many people. He stated he is against the ordinance 100 percent. Commissioner James asked how much the cost was to retrieve your pet from the animal shelter. Ms. Whaley said fees are \$25 pick up plus \$8 dollars a night.

Commissioner Garris said he appreciates all the work the Animal Control Advisory Board has done. He spoke about the complaints he received regarding animals barking and animals not being controlled when he first became a commissioner. He said that since the board adopted the dangerous/nuisance dog ordinance in 2006, he has not received any complaints. Commissioner Garris said he does have some concerns about additional regulations in the county but is open to see what the Advisory Board will be proposing. Commissioner Garris said the Board needs to proceed with caution.

Vice Chairman McLawhorn asked what the legal ramifications were behind the animal nuisance and dangerous dog laws. Ms. Whaley said the dangerous dog ordinance has worked well for Pitt County. She said she has struggled with the nuisance ordinance because much of the burden is on the citizen to provide the evidence needed to rule on a nuisance complaint. Ms. Whaley said she feels like the nuisance ordinance should be readdressed.

Commissioner Ward said she agrees with Commissioner Garris to allow the Advisory Board and opportunity to bring an ordinance back for the Board's consideration. She asked Ms. Whaley to share the concerns with the Advisory Board.

Commissioner Coulson spoke as a member of the Advisory Board. He said many of the situations that are addressed are heart wrenching. Commissioner Coulson stated controlling deer population is a valuable service to the citizens of Pitt County. He said the Advisory Board would not do anything to take away from a hunter's ability to hunt. Commissioner Coulson said he feels strongly something needs to be done regarding the leash law and the Board needs to give the ordinance very serious consideration.

Commissioner Garris asked about additional staff and capital requirements. He requested how much money is being considered in cost and capital be provided in the next presentation.

Chairman Owens asked Mr. Elliott if he had received enough direction from the Board to proceed with Ms. Whaley. Mr. Elliott said yes.

Items for Decision

Resolution Imposing a Gross Receipts Tax on Heavy Equipment in Lieu of Property Tax - Harding Sugg

Information Provided with the Agenda

North Carolina General Statute 105-275(42a) designates Heavy Equipment on which a gross receipt tax may be imposed. Effective July 1, 2009, this property is exempt from property taxation and shall not be listed, appraised, assessed or taxed.

However, North Carolina General Statute 153A-156.1 authorizes the County to impose a tax at the rate of one and two-tenths percent (1.2%) on the gross receipts from the short term lease or rental of this equipment by a person whose principal business is the short-term lease or rental of said equipment.

The adoption of the resolution is intended to hold harmless the County from any loss from the exemption of the taxability of this property. This action is similar to action taken by the State in 2002 on rental vehicles whereby the County now collects a gross receipts payment in lieu of assessing a property tax bill.

Staff Recommendation

Adopt resolution as attached.

Manager Comments

Concur with recommendation to impose gross receipts tax on heavy equipment. (Note: normally I would have deferred this item to the budget process for FY 09-10. However, the county is required to take action by 11-1-08 in order for it to be effective on 7-1-09.)

Meeting Notes

Mr. Harding Suggs said North Carolina General Statute 105-275(42a) designates Heavy Equipment on which a gross receipt tax may be imposed. He said the adoption of the resolution is intended to hold the County harmless from any loss from the exemption of the taxability of this property. This action is similar to action taken by the State in 2002

on rental vehicles whereby the County now collects a gross receipts payment in lieu of assessing a property tax bill.

Commissioner James asked what heavy equipment is. Mr. Harding said the statute lists heavy equipment as any thing over 1500 pounds, earth moving equipment, industrial equipment, equipment that can be driven but not on roads and short term leases less than 365 days.

Commissioner Coulson asked if a farm is considered a business. Mr. Harding said the principal has to be short lease.

Motion:

Adopt resolution as attached.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Tar River Mining, Inc. Conditional Use Permit Extension Request - James Rhodes

Information Provided with the Agenda

At its regularly scheduled meeting on April 7, 2008, the Pitt County Board of Commissioners granted a Conditional Use Permit to Tar River Mining, Inc. to operate a sand mine. Tar River Mining, Inc. has requested a six month extension to the Conditional Use Permit. The applicant is awaiting approval by the U.S. Army Corp of Engineers of a wetland delineation that must be completed prior to receiving a no-rise certification and state mining permit. The Conditional Use Permit will expire on October 7, 2008, the applicant has proceeded in good faith and with due diligence, and conditions have not changed substantially enough to warrant a new application.

Conditional Use Permits may be extended for periods up to six months if the Board concludes that: 1) the permit has not yet expired; 2) the permit recipient has proceeded with due diligence and in good faith; and 3) conditions have not changed so substantially as to warrant a new application. All such extensions may be granted without resort to the formal processes and fees required for a new permit.

Staff Recommendation

Approve the request by Tar River Mining, Inc. to grant a six-month extension (through April 7, 2009) to the Conditional Use Permit.

Motion:

Approve the request by Tar River Mining, Inc. to grant a six-month extension (through April 7, 2009) to the Conditional Use Permit.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Appointment to the ABC Board - Patricia Staton

Information Provided with the Agenda

Wendy Winstead has resigned from the ABC Board. Henry Smith, Chairman of the ABC Board is recommending Jean Wilkerson to fill this vacancy. If appointed, she will fill an unexpired term ending 8/31/09.

Staff Recommendation

Motion to appoint Jean Wilkerson to fill the vacancy on the ABC Board.

Motion:

Motion to appoint Jean Wilkerson to fill the vacancy on the ABC Board.

Motion made by Commissioner Beth Ward.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Commissioners' Comments

Information Provided with the Agenda

Closed Session

Closed Session - GS 143-318.11(a)(6) Personnel - Scott Elliott

Information Provided with the Agenda

G.S. 143-318.11(a)(6) "To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract.

Staff Recommendation

Move to go into closed session pursuant to NCGS 143-318.11(a)(6) "To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract.

Motion:

To excuse Commissioner David Hammond from the meeting at 10:15am.

Motion made by Commissioner Beth Ward.

Motion seconded by Commissioner Kenneth Ross.

Motion Passed Unanimously.

Motion:

Move to go into closed session pursuant to NCGS 143-318.11(a)(6) "To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract.

Motion made by Commissioner Tom Coulson.

Motion seconded by Vice Chairman Melvin McLawhorn.

Motion Passed Unanimously.

Motion:

Return to open session

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Melvin McLawhorn.

Motion Passed Unanimously.

Motion:

Move to go into closed session pursuant to NCGS 143-318.11(a)(6) "To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or behalf of the public body in negotiating the amount of compensation and other material terms of an employment contract or proposed employment contract.

Motion made by Commissioner Tom Coulson.

Motion seconded by Vice Chairman Melvin McLawhorn.

Motion Passed Unanimously.

Motion:

To adjourn meeting at 10:42am.

Motion made by Commissioner Beth Ward.

Motion seconded by Commissioner Tom Coulson.

Motion Passed Unanimously.

Respectfully Submitted,

Patricia A. Staton

Clerk to the Board

Appendix 1

July - August 2008 Tax Collector's Report (corrected)

Corrected Pitt County Tax Collector's Report (July 2008 and August 2008)

SUMMARY OF 2008/2009 INFORMATION:

SUMMARY OF 2007/2008 FOR COMPARISO

Tax Collection Activity Pitt County:

				<u>Difference</u>	<u>% Chg</u>
Total July 2008 Collection	\$737,893	Total July 2007 Collections:	\$480,686	257,206	53.51%
Pitt County Levy:					
July 2008 Levy:	\$72,815,920	July 2007 Levy:	\$66,433,860	6,382,061	9.61%
Includes tax and landfill fees		Includes tax and landfill fees			
July 2008 Percent Collected					
July 2007 Percent Collected					
Real / Personal / Landfill	4.5%	Real / Personal / Landfill			
Vehicle	36.9%	Vehicle	43.1%		
Occupancy paid July 2008:	\$128,689	Occupancy paid July 2007:	\$134,557	-5,867.44	-4.36
Gross Receipts July 2008:	\$18,196	Gross Receipts paid July 2007:	\$108,455	0.00	0.00

				<u>Difference</u>	<u>% Chg</u>
Total Aug. 2008 Collection	\$27,217,636	Total Aug. 2007 Collections:	\$22,136,851	5,080,785	22.95%
Pitt County Levy:					
Aug. 2008 Levy:	\$45,525,620	Aug. 2007 Levy:	\$41,985,993	3,539,627	8.43%
Includes tax and landfill fees		Includes tax and landfill fees			
Aug. 2008 Percent Collected					
Aug. 2007 Percent Collected					
Real / Personal / Landfill	38.9%	Real / Personal / Landfill	34.5%		
Vehicle	27.9%	Vehicle	34.9% (corrected from 52.1%)		
Occupancy paid Aug. 2008:	\$135,535	Occupancy paid Aug. 2007:	\$120,198	15,337.63	12.76
Gross Receipts Aug. 2008:	\$21,498	Gross Receipts paid Aug. 2007:	\$19,912	1,585.92	7.96

Appendix 2

Refunds - August 2008
(NCPTS dated 100608)

Board Report

Return

Date : 10/06/2008

Approved By : _____

TO : PITT COUNTY BOARD OF COMMISSIONERS

RE: CONSIDERATION OF REFUND FOR TAXES, INTEREST AND PENALTIES FOR ALL MUNICIPALITIES

No.	Name of Tax Payer	Bill #	Tax, Interest and Penalties	Total Refund	Request Status
1	AMBROSE, MARY JUANITA 1809 AMBROSE LN FARMVILLE, NC, 27828 - 0000	0000217096- 2007- 2007- 000000	City 0.00 County 237.03	237.03	Refund
2	AMBROSE, MARY JUANITA 1809 AMBROSE LN FARMVILLE, NC, 27828 - 0000	0000217096- 2008- 2008- 000000	City 0.00 County 219.40	220.40	Refund
3	AMS PO BOX 428 ROCKY MOUNT NC, 27802 - 0000	0000329344- 2006- 2006- 000000	City 0.00 County 48.74	100.67	Refund
4	BALL, GEORGE 6074 WEYERHAEUSER ROAD GRIFTON NC, 28530	0000326240- 2008- 2008- 000000	City 0.00 County 185.93	185.93	Refund
5	BASORE, PATRICIA L 1931 TARA COURT, UNIT 103 GREENVILLE NC, 27858	0000383248- 2008- 2008- 000000	City(C) 335.36 County 428.88	764.24	Refund
6	BELL, DORIS WOOLARD 1330 ROOSEVELT SPAIN RD GREENVILLE NC, 27834	0000349357- 2008- 2008- 000000	City 0.00 County 173.71	173.71	Refund
7	BERRYHILL, COURTNEY HAYNESWORTH BERRYHILL, BARRY KEITH C/O PITT COUNTY TAX COLLECTOR PO BOX 875 GREENVILLE, NC, 27835	0000513669- 2007- 2007- 000000	City(C) 133.99 County 157.69	291.68	Refund
8	CITIMORTGAGE INC 5280 CORPORATE DR FREDERICK MC, 21703	0000387759- 2008- 2008- 000000	City(C) 346.67 County 443.34	790.01	Refund
9	CLARK, HARVEY CHARLES 2075 LUM BUCK RD GREENVILLE, NC, 27858 - 9330	0000350271- 2007- 2007- 000000	City 0.00 County 101.40	101.40	Refund
10	CLASSIC HOMES OF PITT CO INC PO BOX 111 GRIMESLAND NC, 27837	0000265372- 2007- 2007- 000000	City(H) 71.82 County 187.70	259.52	Refund
11	DELAROSA, MICHEAL LYNELL 1868 STANTON DRIVE GREENVILLE, NC, 27834	0000426596- 2007- 2007- 000000	City(C) 130.55 County 137.36	267.91	Refund
12	FAULKNER, CLARENCE BENJAMIN FAULKNER, EVELYN H 1443 E HARAHAN RD AYDEN NC, 28513	0000342577- 2008- 2008- 000000	City 0.00 County 185.92	185.92	Refund
13	FIRST AMERICAN REAL ESTATE TAX SERVICE C/O FIRST AMERICAN CORP 1 FIRST AMERICAN WAY WESTLAKE TX, 76262 - 5310	0000245245- 2008- 2008- 000000	City(C) 298.01 County 381.09	679.10	Refund
14	GATLIN, MINNIE GERTRUDE 403 RALEIGH AVE. GREENVILLE NC, 27834	0000280620- 2008- 2008- 000000	City(C) 127.40 County 162.93	290.33	Refund
15	GORHAM, JUDY PO BOX 110 FALKLAND NC, 27827	0000214975- 2008- 2008- 000000	City 0.00 County 299.71	299.71	Refund
16	GREENWOOD, MICHAEL KELL THOMPSON, KELLY MARGARET 1736 WESTPOINTE DR GREENVILLE NC, 27834	0000384454- 2008- 2008- 000000	City(C) 236.60 County 302.58	539.18	Refund
17	HALL, PEGGY B 2621 S WRIGHT ROAD GREENVILLE NC, 27858	0000191045- 2008- 2008- 000000	City(C) 273.52 County 349.79	623.31	Refund
18	HAM, GRACIE MORRIS 5020 OLD WASHINGTON RD WASHINGTON NC, 27889	0000356879- 2008- 2008- 000000	City 0.00	301.81	Refund

		County	301.81		
19	HOPKINS, MINNIE R SV-24 PO10211 VAN NUYS CA, 91410 - 0211	0000329389- 2008- 2008- 000000	City(C) County	127.40 162.93	290.33 Refund
20	JOLLY, JOE F.A 309 NC 903 N GREENVILLE, NC, 27834 - 8781	0000310990- 2007- 2007- 000000	City County	0.00 107.31	107.31 Refund
21	JONES, LARRY WENDELL 2186 WOLF PIT RD GREENVILLE NC, 27858	0000353026- 2008- 2008- 000000	City County	0.00 145.42	145.42 Refund
22	JOYNER, CATHERINE S 1724 CIRCLE DR GREENVILLE NC, 27858	0000313418- 2007- 2007- 000000	City(C) County	301.28 381.97	683.25 Refund
23	KRANK, RANDY I PO BOX 566 GRIFTON, NC, 28530 - 0566	0000206340- 2006- 2006- 110000	City County	0.00 200.48	200.48 Refund
24	KRANK, RANDY I PO BOX 566 GRIFTON, NC, 28530 - 0566	0000206341- 2007- 2007- 000000	City County	0.00 177.11	177.11 Refund
25	LEWIS, JEWELL L VANDYCK, FRANCIS SV-24 PO10211 VAN NUYS CA, 91410 - 0211	0000250298- 2008- 2008- 000000	City(C) County	210.78 269.56	480.34 Refund
26	LOPER, CHRISTOPHER TODD 3100 CLEERE CT GREENVILLE, NC, 27858 - 5679	0000436983- 2007- 2007- 000000	City(C) County	83.11 80.02	163.13 Refund
27	MARSH ASSOCIATES INC PO BOX 35329 CHARLOTTE NC, 28235	0000269334- 2008- 2008- 000000	City(C) County	191.99 245.53	437.52 Refund
28	MCLAWHORN, JAMES RAY 4183 PARK AVE AYDEN NC, 28513	0000121847- 2008- 2008- 000000	City County	0.00 240.43	240.43 Refund
29	MORGADO, OSCAR CHAVEZ 5614 MOSS LN WASHINGTON, NC, 27889 - 0000	0000205248- 2007- 2007- 000000	City County	0.00 164.15	164.15 Refund
30	NORVILLE, LILLIAN LITTLE LIFE NORVILLE, ESTATE 6707 NC 43 NORTH FOUNTAIN NC, 27829	0000256123- 2008- 2008- 000000	City County	0.00 290.54	290.54 Refund
31	PINER, BETTY JEAN 750 FOX CHASE LN WINTERVILLE NC, 28590	0000283587- 2008- 2008- 000000	City(C) County	369.97 473.14	843.11 Refund
32	ROBINSON, VELMA MARGARETTA 3788 OLD RIVER RD GREENVILLE NC, 27834	0000226094- 2008- 2008- 000000	City County	0.00 207.41	207.41 Refund
33	SANDERS, DONALD DOUGLAS SANDERS, JOY 1689 LUM BUCK RD GREENVILLE NC, 27834	0000308930- 2006- 2006- 000000	City County	0.00 2.50	414.58 Refund
34	SECU PO BOX 25279 RALEIGH NC, 27611	0000385905- 2008- 2008- 000000	City(C) County	194.01 248.11	442.12 Refund
35	SMITH, FRANK 396 STATON HOUSE RD GREENVILLE, NC, 27834 - 6591	0000263748- 2006- 2006- 000000	City County	0.00 274.88	274.88 Refund
36	SMITH, FRANK 396 STATON HOUSE RD GREENVILLE, NC, 27834 - 6591	0000263749- 2007- 2007- 000000	City County	0.00 263.13	263.13 Refund
37	SMITH, ROBERT E SMITH, MARY L 1624 CHATHAM WAY GREENVILLE NC, 27834	0000358958- 2007- 2007- 000000	City County	0.00 110.04	110.04 Refund
38	STOCKS, CHARLES JEFFREY 1680 ALLEN RD GREENVILLE NC, 27834	0000360291- 2007- 2007- 000000	City County	0.00 293.88	293.88 Refund
39	SUGGS, RAYMOND E. LIFE PO BOX 202	0000296802- 2008- 2008- 000000	City	0.00	260.90 Refund

	WINTERVILLE NC, 28590		County	260.90		
40	TAYLOR, JANICE M 101 D SUNSHINE LN WINTERVILLE NC, 28590	0000328271- 2008- 2008- 000000	City(C)	218.43	497.78	Refund
			County	279.35		
41	TIMMONS & ASSOCIATES LLC 2325 STANTONSBURG RD GREENVILLE NC, 27834	0000368113- 2007- 2007- 000000	City(C)	6,680.40	15,150.18	Refund
			County	8,469.78		
42	WELLS-FARGO REAL ESTATE TAX SERVICE,LLC C/O 1 HOME CAMPUS MAC X2302-04D DES MOINES IA, 50328	0000260563- 2008- 2008- 000000	City	0.00	552.00	Refund
			County	552.00		
43	WELLS-FARGO REAL ESTATE TAX SERVICE,LLC C/O 1 HOME CAMPUS MAC X2302-04D DES MOINES IA, 50328	0000304050- 2008- 2008- 000000	City(C)	29.58	138.41	Refund
			County	108.83		
44	WHITE, BENJAMIN G. JR 5347 GARDNERVILLE RD. AYDEN, NC, 28513 - 0000	0000291069- 2007- 2007- 000000	City	0.00	100.25	Refund
			County	100.25		
45	WILLIAMS, CHRISTOPHER LEE WILLIAMS, PENNY LEA 306 KNOLL CIR GREENVILLE, NC, 27858 - 9553	0000516265- 2007- 2007- 000000	City(C)	90.62	180.15	Refund
			County	89.53		
46	XEROX CORP C/O TAX DEPT XEROX SQUARE-040A ROCHESTER, NY, 14644	0000290195- 2008- 2008- 000000	City	0.00	144.58	Refund
			County	144.58		
47	XEROX CORP C/O TAX DEPT XEROX SQUARE-040A ROCHESTER, NY, 14644	0000309280- 2008- 2008- 000000	City	0.00	411.81	Refund
			County	411.81		
48	XEROX CORP C/O TAX DEPT XEROX SQUARE-040A ROCHESTER, NY, 14644	0000382441- 2008- 2008- 000000	City	0.00	3,671.82	Refund
			County	3,671.82		
49	XEROX CORP C/O TAX DEPT XEROX SQUARE-040A ROCHESTER, NY, 14644	0000382443- 2008- 2008- 000000	City(C)	6,050.34	13,787.80	Refund
			County	7,737.46		
	RAMON REVILLA		City Total		16,501.83	
			County Total		30,469.86	
			Total to be Refunded		46,971.69	

CC:



Appendix 3

Budget Amendment - Elections - \$26,158 (No
County Funds)

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Finance

Date of Request: 10/06/2008

FY Budget: 08-09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
102600 4441__	Elections Grant	26,158	
104170 512200	Overtime	3,036	
104170 512600	Temporary and Part-time	20,368	
104170 518100	FICA Taxes	1,754	
104170 541200	Building Rent	1,000	

Department Justification: (Please provide detailed explanation)

State Board of Elections One-Stop Site Grant award.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Captial account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 4

**Budget Amendment - \$6,852 - Financial Services
(No County Funds)**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: State Grants – JCPC

Date of Request: 10/6/08

FY Budget: 08/09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
245660 569399	Grant Refund	274	
243660 483000	Refund Prior Year	274	
245666 569399	Grant Refund	791	
243666 499100	Fund Balance	791	
245661 569399	Grant Refund	4,782	
243661 499100	Fund Balance	4,782	
245662 569399	Grant Refund	259	
243662 483000	Refund Prior Year	259	
245606 569399	Grant Refund	746	
243606 483000	Refund Prior Year	746	

Department Justification: (Please provide detailed explanation)

Final accounting computation for JCPC program. Refunds due for money not expended.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 5

Budget Amendment - Health Department - Adolescent
Pregnancy Prevention - \$6,000

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: FY 08/09

Date of Request: September 18, 2008

FY Budget: Health – Adolescent Pregnancy Prevention

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
153140 484000	Contributions and Donations	6,000.00	
155140 531705	Incentives	1,750.00	
155140 539500	Training & Conferences	4,250.00	

Department Justification: Pitt County Memorial Hospital grant to support adolescent pregnancy prevention and youth development in the North Pitt/Bethel attendance area.

NO COUNTY FUNDS REQUIRED.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 6

**Budget Amendment - Social Services - Functional
Assessments - \$12,600 (No County Funds)**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: SOCIAL SERVICES

Date of Request: September 16, 2008

FY Budget: 2008 - 2009

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165476-540113	FUNCTIONAL ASSESSMENTS	12,600	
162400-423000	SOCIAL SERVICES ADMINISTRATION	12,600	

Department Justification: (Please provide detailed explanation)

The Department of Social Services has received an allocation for a new program, Functional Assessments. This BA is to appropriate the funds.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 7

**Budget Amendment- Sheriff's Office - Accept grant
award \$15,000 (No County Funds)**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Sheriff-Project Safe Neighborhood Grant **Date of Request:** 9/19/08

FY Budget: 08/09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
245692 523103 08	Educational Materials (Hoops & Hope)	15000.00	
243692 426400 08 (revenue)	Federal Cagtegorical Grant	15000.00	

Department Justification: (Please provide detailed explanation)

This grant via Project Safe Neighborhood funding will provide additional funds to continue the Hoops & Hope program which began two years ago in Pitt County.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Captial account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 8

Budget Amendment-Grant Acceptance-Sheriff's
Office-\$221,041 (No County Funds)

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Sheriff-Human Trafficking Grant

Date of Request: 9/22/08

FY Budget: 08/09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
2457-- 512000	Salary	41970.00	
2457-- 518100	FICA	3211.00	
2457-- 518200	Retirement	2040.00	
2457-- 518201	401K	2099.00	
2457-- 518300	Hospitalization	6624.00	
2457-- 518400	Life Insurance	71.00	
2457-- 512201	Contract Salaries	45000.00	
2457-- 526000	Supplies	3600.00	
2457-- 529102	Computer Equipment	2400.00	
2457-- 531200	Travel	36170.00	
2457-- 561000	Contractual Services	68856.00	
2457-- 561001	Contractual	9000.00	
2437-- 426400	Federal Categorical Grant	221041.00	

Department Justification: (Please provide detailed explanation)

Appropriate funds received from the Dept of Justice for Human Trafficking grant. This is a three year grant.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	

County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 9

**Budget Amendment-Sheriff's Office-State Taxes on
Controlled Substances-\$6,600 (No County Funds)**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Sheriff-Taxes on Controlled Substances **Date of Request:** 9/24/08

FY Budget: 08/09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
225602 526000	Supplies	4700.00	
225602 535302	Repairs & Maintenance	1900.00	
223602 426500 (revenue)	State Taxes on Controlled Substances	6600.00	

Department Justification: (Please provide detailed explanation)

Appropriate funds received from the state for taxes collected on controlled substances. These are restricted funds and must be spent for law enforcement purposes only.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Captial account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	