

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
JANUARY 4, 1999**

The Pitt County Board of Commissioners met in a regular session meeting on Monday, January 4, 1999, at 9:00 a.m. in the Commissioners' Auditorium, Pitt County Office Building, Greenville, North Carolina with the following commissioners present:

Eugene James, Chairman
Jeffrey E. Savage, Vice Chairman
Glenn Bowen, Commissioner
Charles P. Gaskins, Commissioner
David Hammond, Commissioner (arrived later)
Thomas H. Johnson, Sr., Commissioner
Mark W. Owens, Jr., Commissioner
M. Theresa Shank, Commissioner
Edith D. Warren, Commissioner

Also present were:

Thomas B. Robinson, County Manager
JoAnne Burgdorff, County Attorney
Susan J. Banks, Clerk to the Board
Arlen Holt, PIO and Cable Coordinator
John K. Bulow, Assistant Manager
Melonie Bryan, Director of Financial Services

Call to Order and welcome by Chairman James.

Prayer by Commissioner Johnson.

Pledge by Commissioner Bowen.

APPROVAL OF AGENDA

Chairman James asked if there were any changes to the agenda. Mr. Robinson stated that Ed Garrison, Social Services Director, has requested that item #5, Day Care Program Administration Budget increase, be removed from the agenda. Mr. Robinson also recommended delaying item #8, Appointments to the Development Commission.

UPON MOTION by Commissioner Gaskins, seconded by Commissioner Warren, the Board voted unanimously to adopt the agenda as amended.

APPROVAL OF MINUTES

Commissioner Savage said there were no changes recommended but questioned the delay in the October 5, 1998 minutes. Ms. Susan Banks, Clerk, stated that Mr. John Bulow was appointed as Acting Clerk for the October 5, 1998 meeting and that following that meeting he had been ill and hospitalized. Consequently, it took Mr. Bulow longer to complete the October 5th minutes than would be the standard

practice. There being no corrections to the minutes, Chairman James announced the minutes from October 5th and December 7, 1998 approved as mailed to the Board.

RESOLUTION HONORING PEGGY MCKEEL

The resolution honoring Peggy McKeel was postponed due to Ms. McKeel's absence.

PUBLIC ADDRESSES TO THE BOARD

The Chairman opened the meeting for public addresses. No one addressed the Board.

ITEMS FOR REPORT

Manager's Report – Tom Robinson, Manager

Mr. Robinson reminded the Board of the January 20, 1999 Planning issues meeting and noted that lunch would be provided. Commissioner Savage asked the Manager to give a working list of items to the Board. Mr. Robinson told Commissioner Savage that he would be providing the Board with background materials on each subject.

Mr. Robinson reported that he and Phil Dickerson met with Bell Arthur Water Corporation about extending water to the Kings Crossroads area. He said that the Town of Farmville had looked at extending the water line but that they had worked out an agreement where Bell Arthur would provide water to Kings Crossroads.

Commissioner Hammond arrived at this time.

Chairman James stated that the tapping fee would be much higher if the Town of Farmville provided the water lines. Commissioner Owens stated that the committee has done what the commissioners requested of them.

Courthouse project

Mr. Robinson reported that the First Phase of construction on the Courthouse should be completed around the end of June and the committee is beginning to prepare for Phase Two of the construction. He also stated that the gymnasium at the Detention Center may be used for the Sheriff's needs. He stated that the committee is recommending completely finishing the fourth floor in order to avoid moving the offices around two times. Mr. Robinson said that the committee will have a transition plan for the Board's approval on February 1, as well as a change order from the architect. Chairman James asked about the basement of the courthouse. Mr. Dickerson said that very little is planned for the basement.

Recognition of Volunteers

Mr. Robinson stated that the staff had discussed recognition of County volunteers by hosting a dinner meeting during County Government week in April of each year.

UPON MOTION by Commissioner Savage, seconded by Commissioner Hammond, to approve a dinner honoring volunteers for the County during County Government Week, in concept. Commissioner Warren stated that there are citizens that devote many long hours in many areas of County government that never receive recognition. The Board voted to approve this motion and instructed the Manager to move forward on it.

Community Based Alternatives Committee

Mr. Robinson asked Mr. Bulow to report on activities by the North Carolina General Assembly concerning the Juvenile Justice System. Mr. Bulow reported that the Legislature is eliminating the current Community Based Alternatives Committee (Youth Services Advisory Committee) and will be setting criteria for a new board that will handle recommendations on funding. Mr. Bulow stated that the County has not received official instructions from the State as of this time, on how to proceed, but he is aware that this will be a larger board.

Clerk to the Board Report – Susan Banks

Ms. Banks reported on the name badges requested by the county commissioners and stated that the badges should be received prior to the Legislative Goals Conference in Raleigh. She also reported that she would be re-ordering County Commissioner lapel pins per Commissioners requests.

Commissioner Hammond noted that he had also requested that the County employees start wearing badges all the time.

Public Information Office – Arlen Holt, PIO

Mr. Holt provided each Board member with a layout of the Commissioners' Auditorium and the equipment for televising Board of Commissioners' meetings. He stated that he would like to issue the request for proposals the if Board wishes to continue their meetings in the auditorium. He reviewed the plans to move the podium and where the monitors and cameras would be placed. Mr. Holt asked the Board members for their concurrence with continuing with meeting in the auditorium, which he needed prior to requesting proposals.

Discussion concerning security of the equipment, the possibility of meeting in the Agricultural Building Auditorium, the inconvenience for the staff if the meetings were in another location, and other details were considered.

Commissioner Johnson motioned for the Board meetings to continue being held in the Commissioners' Auditorium and purchase the equipment as needed, with a second by Commissioner Hammond. Commissioner Shank said that this is the time to start planning for the future because there is not room for everything in this building.

Commissioner Gaskins agreed with Commissioner Shank. Commissioner Gaskins suggested that the Board find a place to meet which is more conducive to their meeting needs. Commissioners James and Savage agreed. Commissioner Shank stated that the Board should move ahead with the project where it is for now, and begin to consider the space needs for the future. Commissioner Hammond called for the question.

Chairman James asked for any additional comments. Commissioner Savage stated he supported moving forward. Mr. Robinson reminded the Board that one of the planning workshops would address space issues.

Commissioners in favor of the motion were: Hammond, Warren, Bowen, Johnson, and Shank. Commissioners opposed were: Savage, Owens, Gaskins, and James. The motion passed. Commissioner Bowen said he supported the motion because it could be three or more years before the Board has a new meeting room

Chairman James stated that for the last two to three months since the change in the law someone has been paid to store cars for the Board of Education, which were involved in court cases, and the cars are then being returned to the owners. The Board of Education, is incurring the expense for storing the cars, not the owners. Chairman James stated he wanted to send a resolution to the Judges to ask that the owners be responsible for the storage fees. Mr. Robinson was instructed to work with the Board of Education on this issue of storing automobiles and report back to the Board in February. Commissioner Shank stated that other counties are probably having the same problems. Mr. Robinson said that this is apparently due to some recent legislation to impound cars and sell them so they could have additional income for the schools but the cars are not being sold. Commissioner Owens said that the law is being followed. Mr. Robinson suggested that the legislature needs to revisit this legislation because it is costing the schools instead of the schools benefiting from the law. Commissioner James suggested the cars be placed in the fence at the County Garage with a guard dog. Mr. Bulow informed the Board that there has been some damage done to cars that have been left on this lot which has been costing the Sheriff's Department. Mr. Robinson asked that the staff be allowed to work through this item since it was the first time it has been brought up.

COMPREHENSIVE ANNUAL FINANCIAL AUDIT – AUDITORS FROM CHERRY, BEKAERT, AND HOLLAND - STEVE JOHNSTON AND WALTER DAVENPORT

Ms. Bryan stated that the fund balance improved by \$16.9 million to \$19.4 million which was an increase of 13.7%. She stated that it was a good year financially. Commissioner Savage stated that Ms. Bryan brought in this Sales tax audit plan and she deserves credit for it. Ms. Bryan stated that it had been very financially beneficial to have done the Special Census also. Mr. Robinson stated that these figures do not include any funds from the hospital and that the census revenues were not budgeted in this year.

Mr. Steve Johnston presented the Comprehensive Annual Financial Audit and noted that this was their third year of preparing the audit. He expressed his appreciation for the County staffs' help on the fact finding.

Mr. Johnston noted a \$2.6 million increase in fund balance with \$4.9 million less spent than budgeted in human services alone. Mr. Johnston noted how well the County was doing overall. He was asked about the Compliance Section of the audit. Commissioner Savage asked if they found any blatant disregard for the policies and procedures of the County? Mr. Johnston said there were no blatant disregards for policies and procedures but there were areas that needed to be addressed. He added that each of those areas had been reviewed, recommendations made and responded to appropriately by the staff. He stated that apparently there were some of the same problems with Mental Health that they had seen consistently over the years that they had been preparing the audit. Commissioner James said they have made great changes in the last twelve months but new problems continue to arise. Ms. Bryan said that the improvements being made by the new staff will not be apparent until year-end June 30, 1999.

Commissioner Savage stated that the previous staff juggled funds and programs so the new staff did not know what to do with them. Ms. Bryan said that there had been a problem with co-mingled funds and that they have a lot of grant programs, state and federal programs.

UPON MOTION by Commissioner Owens, seconded by Commissioner Shank, the Board voted unanimously to accept the Comprehensive Annual Audit Report.

CONSENT AGENDA

UPON MOTION by Commissioner Savage, seconded by Commissioner Shank, the Board voted unanimously to approve all the items on the consent agenda.

1. Reappointment of Mid-East Emergency Medical Services Advisory Council members Bobby Joyner, Ray Eubanks and Becky Ross.
2. Reappointment of William Elbert, Jr. to Mid-East Commission
3. Resolution directing release of funding to Mid-East Commission from Pitt County
4. Designation of Applicant's Agent Resolution for signatory as Bobby Joyner and Melonie Bryan for FEMA funds
5. Educational Leave for Health Department employee, Joyce Holloway
6. Educational Leave for Finance Department employee, Desiree Bowling
7. Refunds Greater than \$100

Haddock - \$146.00

Powers - \$379.38

8. Appointments to Grifton Planning Board - Wiley Price, Jr. and Cindy Manning reappointment of Pat Whaley

ITEMS FOR DECISION

Walk to Feed the Hungry - Keith Cooper

Mr. Keith Cooper appealed to the Board of Commissioners for funding for a "Walk to Feed the Hungry" which will be held on Saturday, January 16, 1999 at 11:00 a.m. starting at C.M. Epps School in Greenville. He provided statistics on existing poverty in Pitt County. He asked the Board for matching funds for the walk, at the very least funding \$5,000 from the County noting the contingency fund.

Reverend Tyrone Turnage spoke about the Chairman limiting the time for the presentation. It was noted that this was the second time this item had been brought before the Board and unlimited time had been given at a previous meeting. Reverend Turnage stated that this is a major problem in Pitt County and he was praying that it will be addressed. Mr. Cooper ask the Board to make a motion showing financial support of the Walk to Feed the Hungry."

Commissioner James said that it is not good government to make changes in the budget in the middle of the year and the Board cannot give to one and cause and not give something to all requests of a similar nature. He noted that the County Department of Social Services is providing the same type of service and that all Board members have compassion for this project. There was no motion presented. Commissioner James invited Mr. Cooper to come before the Board during budget time so his request could be considered with all the outside agency requests.

Mental Health- MAJORS Grant - Lynn Stelle, Mental Health Director

Mr. Robinson stated that the Majors Grant from the State adds staff but it also provides administrative funding. Commissioner Savage spoke against adding any new programs or staff to the Mental Health agency at this time.

Ms. Lynn Stelle said that the State has still not sent them their allocation letter but that this grant is time sensitive. She stated that they received notification of this grant in November and held off until December/January for presentation to the Board. This grant is part of the Governor's Crime Commission initiative and if Pitt County does not get it, then some other county will receive it. Commissioner Savage said that the County cannot continue to put things in Mental Health when they are not in compliance.

Mr. Tom Savidge stated that last year the Commissioners put together a planning committee for these funds. The grant is targeted for juveniles that have been identified as substance abusers. It is a preventive effort to keep these targeted juveniles out of training schools. The youth will be seen everyday and the program will operate in coordination with Juvenile court counselors. There will be immediate sanctions and rewards for positive behavior, as well as, the child will receive immediate sanctions if they are not following requirements. Mr. Savidge stated that this was one of nine programs chosen out of sixty-nine in the State. Commissioner Shank noted that this program is all State funds and it is a worthwhile initiative. She stated her support because it does not cost the County any money.

Mr. Robinson recommended approval of this program and stated that if they do not have the money to continue these two programs in the future then they will not continue. Mr. Robinson said that the 5.5% administrative overhead may not be

enough money to cover the cost. Commissioner James stressed that the Board will not add County money to this program.

UPON MOTION by Commissioner Owens, seconded by Commissioner Shank, the Board voted unanimously to approve both grants, MAJORS Grant and the HOPWA Grant and the budget amendments. Ms. Mary Holland, Picaso Program Director, said that they will do the case management part of the program.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
19-5-33-120.00	Salaries (3 Sub. Abuse Coun. I positions)	36,225	
19-5-33-181.00	FICA	3,120	
19-5-33-182.00	Retirement	1,995	
19-5-33-182.01	Supp. Retirement	1,869	
19-5-33-183.00	Hospitalization	4,911	
19-5-33-184.01	Life Insurance	162	
19-5-33-312.00	Travel	4,500	
19-5-33-395.00	Employee Educ. & Training	900	
19-5-33-329.00	Utilities	1,725	
19-5-33-260.00	Office Supplies	1,000	
19-5-33-510.00	Office Furniture & Equipment	9,200	
19-5-33-610.00	Contract Services	17,627	
19-5-33-499.00	Drugs	1,000	
19-5-33-231.10	Client Tuition	1,000	
19-5-33-390.01	Client Initiatives	6,226	
19-5-33-220.00	Food	1,000	
19-5-33-499.00	Miscellaneous Expense	6,427	
	Net Increase	\$98,888	
19-3-33-337.00	Majors Initiative	\$98,888	

Budget Hopwa Grant

Substance Abuse Counselor II	\$27,800
Fringe	5,034
Administrative Support	3,567
Education/Training	2,000
Equipment, Office Supplies, etc.	2,662
12 month Total	\$41,063.00
Prorated for February 1, 1999 to June 30, 1999	\$21,230.05

Bell Arthur Rescue Tax - Bobby Joyner

Mr. Joyner reported that he had verified signatures on the petition for Bell Arthur Rescue Squad to have an election for a rescue tax.

UPON MOTION by Commissioner Owens, seconded by Commissioner Shank, the Board voted unanimously to approve the request for a rescue tax election for Bell Arthur Rescue Squad.

Pre-arrival Instructions - John Bulow, Assistant Manager

Mr. Bulow presented a request for the Board to approve the 9-1-1 Communications Center moving forward with training and implementation of pre-arrival instructions. He stated that they had requested approval from the State to implement eight of the most most thirty-two procedures but the State wants the County to implement all thirty-two procedures versus only a select few. Mr. Bulow stated that they had already allocated \$50,000 in the budget for this program. He said that the State wants the County to do all thirty-two procedures, but will allow the County to do eight procedures as long as we evaluate all procedures. He stated that Nate Caddy, 9-1-1 Communications Director, has requested another employee in order to implement this procedure at the cost of \$15,000 to \$20,000. Commissioner James asked if this is State mandated? Mr. Bulow responded that this is not a State mandate, but there are plenty of good reasons to provide pre-arrival instructions such as; it could help minimize someone's stay in the hospital if they arrive in better condition. Mr. Bulow stated that the County is also at risk if the public is denied help also. Mr. Caddy stated that this is a voluntary program and that within the 100 North Carolina counties, there are 32 counties that are providing pre-arrival instructions. In 1994, the Board of Commissioners would not approve this program because there was not a certified program but now there is a very rigid program. Mr. Caddy acknowledged that he is asking for an additional staff member because they cannot provide the full thirty-two procedures with the current staff. He stated that in his research that two-third's of the emergency calls were situations where the people could have been helped if they offered pre-arrival instructions

UPON MOTION by Commissioner Gaskins, seconded by Commissioner Hammond, to support the implementation of pre-arrival instructions by the E9-1-1 Communications Center and acknowledged that there will be a need for increased funding in the 1999-2000 budget for the additional position. Discussion pursued on this subject. Commissioner Hammond called for the question. The motion was passed unanimously.

Chairman's Appointments

Chairman James made appointments as follows:

BOARDS/COMMITTEES

COMMISSIONER

Airport Authority

Vacancy

Board of Education (liaisons)

Terry Shank
Glenn Bowen

Chamber of Commerce

Eugene James

Council on Aging	Charles Gaskins
Convention & Visitors Authority (liaison)	Jeff Savage
Development Commission	Mark Owens
Global TransPark	David Hammond
Health Board	Tom Johnson
Martin Community Action	Jeff Savage
Mental Health Area Board	Charles Gaskins
Mid-East Commission	Jeff Savage
PCMH Board of Trustees (liaison)	Glenn Bowen
Planning	Eugene James Vacancy
Social Services	Terry Shank
Transportation Advisory Committee	Tom Johnson

Commissioner Savage spoke about the Walk for the Hungry.

Pitt Community College - General Obligation Bonds

Mr. Robinson stated that the staff needs direction from the Board on the Pitt Community College General Obligation Bonds. The staff recommended that the Board authorize \$500,000 for the completion of the Student Services Building.

UPON MOTION by Commissioner Gaskins, seconded by Commissioner Savage, the Board voted unanimously to follow the staff's recommendation to approve \$500,000 in General Obligation Bonds for completion of the Student Services Building at Pitt Community College.

CLOSED SESSION

County Attorney JoAnne Burgdorff stated that the Board needed to go into closed session as authorized by General Statute 143-318.11(a) 3 and 6 to give the attorney instructions and consider a personnel matter.

UPON MOTION by Commissioner Savage, seconded by Commissioner Shank, the Board voted unanimously to go into closed session.

UPON MOTION by Commissioner Savage, seconded by Commissioner Shank, the Board voted unanimously to return to open session.

UPON MOTION by Commissioner Hammond, seconded by Commissioner Shank, the Board voted unanimously to adjourn the meeting at 11:35 a.m.

Respectfully submitted,

Susan J. Banks, CMC
Clerk to the Board