

**PITT COUNTY BOARD OF COMMISSIONERS  
GREENVILLE, NORTH CAROLINA  
APRIL 5, 1999**

The Pitt County Board of Commissioners met in a regular session meeting on Monday, April 5, 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  
Thomas H. Johnson, Commissioner  
Mark W. Owens, Jr., Commissioner  
M. Theresa Shank, Commissioner  
Beth B. Ward, 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.

Invocation provided by Vice Chairman Savage.

Pledge of Allegiance was led by Commissioner Shank.

**APPROVAL OF AGENDA - Chairman James**

Mr. Robinson stated that John Chaffee, Development Commission Director, had requested an industrial development item be added for closed session, early in the meeting. The Commissioners discussed possibly adding the Development Commission appointments to this agenda but decided to hold them for the next agenda.

**UPON MOTION** by Commissioner Hammond, seconded by Commissioner Gaskins, the Board voted seven to two to approve the agenda and hold the Development Commission appointments until the next agenda. Commissioners Savage and Bowen opposed the motion.

**PUBLIC ADDRESSES TO THE BOARD**

Chairman James asked individuals who wished to speak to give their names and limit their comments to three minutes.

Mr. Steve Tripp, Commissioner from the Town of Ayden, commented on the extraterritorial jurisdiction which was recently granted for the Town of Ayden. He stated that the Town of Winterville had annexed down Ready Branch Road and NC Highway 11, as a voluntary annexation. He said that if they could annex like they have done, then they would like to do the same thing for Ayden. However, Mr. Tripp stated that they had been told by three sources that this type of annexing was improper.

They have asked the Judge to make a ruling on this annexing. He added that if this type of annexing is allowed, it would change the State law. Mr. Tripp stated that the Town Commissioners of Ayden are trying to protect its citizens and have already spent \$600,000 on a lift station and other areas. He further explained that they felt the extraterritorial jurisdiction and annexation are two different issues. He stated the extraterritorial jurisdiction is mainly for land use and to help protect the property owners. Annexation of this area may take fifteen to twenty years to be done. He stated that Ayden is just asking to be treated the same as the other towns.

Ms. Regina Hultz, a patient of the Mental Health Clinic in Farmville expressed the problems that she would have if the satellite clinic were closed and asked the Board to keep the Farmville satellite clinic open.

Commissioner Roberts from Ayden asked the Board to help them by allowing them to have more control by supporting the extension of the extraterritorial jurisdiction. He asked if the Board has

thought about what it will mean to the County and its census. He stated the County census will drop. Mr. Roberts asked again for the Board of Commissioners support on their extraterritorial jurisdiction.

Ms. Cathy Harvey, from the Town of Farmville, stated that there are a great number of people that benefit from the Farmville Mental Health Satellite clinic including children, as well as, adults. She stated that it would be a great hardship to get from Farmville to Greenville for mental health services. She said that she may personally be eliminated as a client, if the facility is closed.

Ms. Nancy Colville stated that she was not opposed to the Respite program but that the agency has not been properly handled. Other programs may go under if the financial issue is not addressed. She said she resents the County having to pay for a newspaper display to express the County's position, when the newspaper gives so much free space to the Mental Health Program's articles. She also commented on the fact that the Mental Health Director is under contract and was brought to Pitt County Mental Health without experience. She said she hoped these issues are addressed during the discussion on Mental Health at this meeting.

Chairman James closed the public comments time.

## **ITEMS FOR REPORT**

### **Manager's Report - Tom Robinson**

Mr. Robinson reported on a successful meeting with the Pitt County Legislators where he, Chairman James, and County Attorney, JoAnne Burgdorff, met with all of the delegates except Representative Joe Tolson. He stated they discussed several items and that they received positive responses. He said they indicated that the Local Option Sales tax would be acceptable with a vote of the people. He said they also reviewed the possibility of investing the funds the County received from the Hospital transfer in higher yield investments with Legislative approval. Representative Warren has offered to take this investment item forward. Senator Martin is helping on reimbursement for the landfill expenses. The civil processing fee increase requested is also supported by the legislators. Commissioner Hammond said he thought the legislators were trying to stay politically safe on the Local Option Sales Tax issue and that the people will suffer when the funds are not available.

Mr. Robinson also informed the Board that they had received an invitation to attend the Greenville Rotary Meeting on April 12, 1999, at 6:30 p.m. at the Rotary Building. Commissioners Ward, Savage, Johnson, James, Gaskins, and Hammond responded that they would attend.

Mr. Robinson said that he had received a Legislative Alert about the State mandating the counties provide a match for Medicaid Services in Mental Health Programs. The effect of this on Pitt County would be the county providing an additional \$320,000 in Medicaid matching. He asked the Board if he could be authorized to send a letter to the Legislators opposing this mandate.

**UPON MOTION** by Commissioner Gaskins, seconded by Commissioner Shank, the Board voted unanimously to authorize the Manager to prepare and send a letter to the Pitt County Legislators opposing a possible mandate for matching Medicaid funds for mental health services.

Mr. Robinson informed the Board that the North Carolina Association of County Commissioners has offered a Budget Preparation and Financial Planning Workshop, on May 6 following the Legislative Briefing on May 5, in Raleigh. Commissioners Shank and Ward plan to attend.

### **Report on Request for Human Relations Council - JoAnne Burgdorff, County Attorney**

Ms. Burgdorff stated that she received a request from Keith Cooper for the County to form a Human Relations Council. She stated that she had gathered data from other counties which have human relations councils. Ms. Burgdorff stated that only a few have active councils that they feel are helping. She stated that others she contacted had started and disbanded human relations councils. Ms. Burgdorff stated that in her research she also contacted the City of Greenville and that they have had an active Human Relations Council since some time in the 70's. In addition, they have had a full time paid individual who oversees this council. Ms. Burgdorff reported that there is a State Council which has paid staff. She stated that Ms. Renea Smith, a State employee, based in Goldsboro, comes and speaks on these issues and provides data to governmental agencies. Ms. Burgdorff stated that based upon her survey of other counties, and we already have a local council, she would not recommend Pitt County forming a separate council for this purpose.

Commissioner Shank said it is important for the County to move forward on this issue. Commissioner Gaskins also expressed his support of the human relations council. Commissioner Ward asked if the County could request some representation on the Greenville City Council's Human Relations Council. Commissioner Shank said this would be under the auspices of the City not the County. Commissioner Hammond said he has served on this council and said they serve the City of Greenville residents. He asked if the County would be disguising race relations under human relations.

**UPON MOTION** by Commissioner Ward, seconded by Commissioner Shank, the Board voted eight to one to send a request to the City of Greenville asking for the County to have representation on their Human Relations Council.

**ITEMS FOR CONSENT**

**UPON MOTION** by Vice Chairman Savage, seconded by Commissioner Hammond, the Board voted unanimously to approve the items for consent as listed below:

1. February 22, 1999 minutes
2. March 2, 1999 minutes
3. March 3, 1999 minutes
4. March 5, 1999, 5:30 meeting, minutes
5. Tax Releases and Refunds Greater than \$100

RELEASES GREATER THAN \$100.00

NAME	ACCOUNT #	PARCEL	AMOUNT
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ABBOTT, ANNIE MARIE	7120151/4		124.19
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REF: 30065

NOTE:1997 - VEHICLE CHARGED IN ERROR.

BAKER, ELLA RUTH &	72481/0	17247	286.62
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REF: 30017

NOTE:1995 - ADJUST VALUE ON HOUSE BURNED, NOT LIVEABLE; RELEASE LANDFILL FEE.

BAKER, ELLA RUTH &	72481/0	17247	257.97
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REF: 30016

NOTE:1996 - ADJUST VALUE ON HOUSE BURNED, NOT LIVEABLE; RELEASE LANDFILL FEE.

BATTLE, MYRTLE FARROW	8100066/2		164.65
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REF: 30145

NOTE:1998 - VEHICLE CHARGED IN ERROR.

BEACHAM, GRAY	1175004/0		176.03
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REF: 30103

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11591030, BEACHAM, ROBERT.

BLOMELEY, CAROLYN	1167084/0		200.87
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REF: 29986

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11700950, CAROLYN SAVAGE AND JOY WHITE.

BLOMELEY, CAROLYN	1167084/0		233.02
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REF: 29985

NOTE:1997 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11700950, CAROLYN SAVAGE AND JOY WHITE.

BOOTH, FRAZIER	1175115/0		103.72
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REF: 30426

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11618480, BROWN, ALLEN MICHAEL.

BROWN, DON	1175526/0		191.79
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REF: 30324

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE CHARGED, SEE ACCOUNT NUMBER 11319480, DERRICK SMITH.

BROWN, JOHNNY WILSON JR. &	1115610/0		130.88
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REF: 29940

NOTE:1998 - RELEASED MOBILE HOME DUE TO REPOSSESSED MAY 1997.

COOPER, MARY T.                    1170195/0                    170.26  
REF: 30341  
NOTE:1998 - MOBILE HOME DOUBLE CHARGED. SEE ACCT. 1175914/0

CORADO, CARLOS                    1175523/0                    111.39  
REF: 29952  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11672120, CORODO, CARLOS.

DANIELS, SHIRLEY LUCILLE       8010671/7                    113.69  
REF: 30422  
NOTE:1997 - VEHICLE CHARGED IN ERROR.

DAVIS, TROY PHILLIP            8080164/5                    156.75  
REF: 30294  
NOTE:1998 - VEHICLE CHARGED IN ERROR.

DICKERSON, TIMOTHY            1175380/0                    176.46  
REF: 29992  
NOTE:1998 - RELEASED MOBILE HOME DUE TO BILLED IN ERROR. BILLED IN THE  
NAME OF MELISSA DICKERSON REYNOLDS FOR 1998.

DIXON, DIANNA                    1175487/0                    208.92  
REF: 30172  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11618200, DIXON, LINDA DIANE.

DPD LEASING COMPANY            7012083/0                    423.12  
REF: 30423  
NOTE:1997 - VEHICLE CHARGED IN ERROR.

EDWARDS, BONNIE DIXON        1114697/0                    173.20  
REF: 30018  
NOTE:1998 - RELEASE AND RECHARGE MOBILE HOME TO ACCOUNT NUMBER  
1170186/0.

EVERETT, SANDRA SNEAD        8100436/4                    146.27  
REF: 29943  
NOTE:1998 - VEHICLE CHARGED IN ERROR.

EVERETTE, JOSEPH LEE JR       1100182/0                    123.15  
REF: 30203  
NOTE:1998 - RELEASED MOBILE HOME, SOLD 1996, NEW MOBILE HOME LISTED  
ON PARCEL NUMBER 57996, EVERETTE JR., JOSEPH AND ROSE.

EVERETTE, JOSEPH LEE JR       1100182/0                    131.36  
REF: 30204  
NOTE:1997 - RELEASED MOBILE HOME, SOLD 1996, NEW MOBILE HOME LISTED ON  
PARCEL NUMBER 57996, EVERETTE JR., JOSEPH AND ROSE.

FASSION, CLINTON                1152613/0                    147.33  
REF: 30011  
NOTE:1997 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11001930, CLINTON EARL FAISON.

FASSION, CLINTON                1152613/0                    124.63  
REF: 30010

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11001930, CLINTON EARL FAISON.

FICHUO, SENDY                    1175350/0                    239.44

REF: 29953

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 1162230, WAKAKO, ERAM.

GARRIS, RICHIE                    1152635/0                    242.93

REF: 30165

NOTE:1997 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SAME NAME AND SAME ACCOUNT.

GARRIS, RICHIE                    1152635/0                    149.30

REF: 30445

NOTE:1998 - RELEASED DIFFERENCE IN MOBILE HOME DUE TO WRONG YEAR BILLED. BILLED FOR 1991 AND MOBILE HOME IS 1974.

GIBBS, JOYCE B.                    1169758/0                    135.49

REF: 30045

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, PICKED AS PERSONAL AND REAL, SEE PARCEL NUMBER 57430, GIBBS, JOYCE BROWN.

GIBBS, JOYCE BROWN                    1166010/0 57430                    125.00

REF: 30046

NOTE:1998 - RELEASED CREDIT ON THIS ACCOUNT DUE TO PAID THIS AMOUNT IN ERROR ON ACCOUNT NUMBER 11697580, GIBBS, JOYCE B.

GONZALEZ, VICTOR                    1175550/0                    163.99

REF: 30159

NOTE:1998 - RELEASED VALUE IN MOBILE HOME DUE TO INCORRECT YEAR WAS ASSESSED. PER TITLE MOBILE HOME IS 1975 INSTEAD OF 1997.

GRIMES, THALIA                    1175847/0                    205.70

REF: 29963

NOTE:1998 - RELEASED MOBILE HOME, CHARGED IN ERROR DUE TO PARK REPORT. BILLED TO OWNER CHARLIE MELVIN GRIMES, ACCOUNT 11738300.

HADDOCK, FRANK JAMES &                    6024/0 26533                    182.40

REF: 30026

NOTE:1998 - DOUBLE WIDE MOBILE HOME CHARGED AS BOTH REAL AND PERSONAL.

HAMILTON, JEANENE CALE                    8100429/0                    211.12

REF: 30034

NOTE:1998 - VEHICLE CHARGED IN ERROR.

HATHAWAY, TERENCE M.                    1175434/0                    208.92

REF: 30120

NOTE:1998 - MOBILE HOME CHARGED IN ERROR. TAXPAYER DID NOT OWN ON JANUARY 1, 1998.

HEATH, EMMA G.                    66320/0 29767                    369.09

REF: 30085

NOTE:1997 - RELEASED VALUE OF HOME DUE TO TOTAL LOSS DUE TO FIRE.

HEATH, EMMA G.                    66320/0 29767                    339.43

REF: 30086

NOTE:1998 - RELEASED VALUE OF HOME DUE TO TOTAL LOSS DUE TO FIRE.

HINDERSON, MARVIN            1175585/0            143.01  
REF: 30167  
NOTE:1998 - RELEASED MOBILE HOME, CHARGED IN ERROR DUE TO MOBILE HOME  
PARK REPORT.

HODGES, ERNEST G &            1128860/0            108.23  
REF: 30066  
NOTE:1998 - MOBILE HOME CHARGED TO TAXPAYER IN ERROR.

HODGES, ERNEST G &            1128860/0            120.46  
REF: 30067  
NOTE:1997 - MOBILE HOME CHARGED TO TAXPAYER IN ERROR.

HOWELL, KENDALL RAY            8030872/9            141.64  
REF: 30037  
NOTE:1998 - VEHICLE CHARGED IN ERROR.

HUDSON, WILLIAM J. JR.            1145255/0            200.12  
REF: 30255  
NOTE:1996 - MOBILE HOME LISTED IN BEAUFORT COUNTY.

JONES, JAKIE            1156888/0            128.70  
REF: 30429  
NOTE:1997 - RELEASED MOBILE HOME DUE TO SURRENDER 11-07-96.

JONES, JAKIE            1156888/0            115.54  
REF: 30428  
NOTE:1998 - RELEASED MOBILE HOME, DUE TO SURRENDER 11-07-96.

KNOWLES, KATHLEEN            1175015/0            221.07  
REF: 30164  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11699220, COSENTINO, RALPH PAUL.

LANGSTON, LINDA            1156912/0            347.46  
REF: 30333  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE CHARGED ON THIS ACCOUNT  
ALSO MOBILE HOME MOVED OUT OF COUNTY MARCH 1997.

LEE JR, MELVIN RAY            8100203/6            132.74  
REF: 30367  
NOTE:1998 - VEHICLE CHARGED IN ERROR.

MAIER, WANDA F. & JOHN C            1175439/0            195.02  
REF: 30375  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11530030, SMITH, KEITH EARL AND ANDERSON, PAMELA H.

MANNING, DEBBIE STALLINGS            1157608/0 50766            417.62  
REF: 29964  
NOTE:1997 - MOBILE HOME DOUBLE CHARGED ON ACCOUNT NUMBER 1135680/0.

MANNING, DEBBIE STALLINGS            1157608/0 50766            128.15  
REF: 29972  
NOTE:1996 - MOBILE HOME DOUBLE CHARGED ON ACCOUNT NUMBER 1135680/0  
(BROWN, JULIE ELKS).

MANNING, DEBBIE STALLINGS            1157608/0 50766            384.31  
REF: 29965

NOTE:1998 - MOBILE HOME CHARGED ON ACCOUNT NUMBER 1135680/0.

MCLAMB, EDITH TYSON            1120270/0            135.21

REF: 29937

NOTE:1990 - RELEASED VEHICLE DUE TO TAXABLE IN GREENE COUNTY.

MIKEC, RANDAL WILLIAM        8100183/7            102.81

REF: 30314

NOTE:1998 - PRORATE TAXES ON VEHICLE.

MITCHELL, LINWOOD            1153764/0            252.29

REF: 29968

NOTE:1998 - MOBILE HOME CHARGED AS REAL AND PERSONAL PROPERTY.

MORRIS, WILLIAM HENRY        8100280/7            135.36

REF: 30040

NOTE:1998 - VEHICLE CHARGED IN ERROR.

PARKER, PHYLLIS                1175475/0            107.61

REF: 30117

NOTE:1998 - RELEASED MOBILE HOME DOUBLE LISTED, SEE ACCOUNT NUMBER 11655530, PARKER, EDITH P.

PEELE, BILLY N., JR            1166916/0            251.52

REF: 30391

NOTE:1998 - MOBILE HOME CHARGED TO TAXPAYER IN ERROR.

PEELE, BILLY N., JR            1166916/0            288.01

REF: 30392

NOTE:1997 - MOBILE HOME CHARGED TO TAXPAYER IN ERROR.

POLLARD, STEVE                1175311/0            187.68

REF: 29984

NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11520820, POLLARD, LEMUEL STEVE JR.

RADFORD, JAMES EARL          77398/0                134.46

REF: 30116

NOTE:1997 - RELEASED MOBILE HOME, CHARGED IN ERROR.

RADFORD, JAMES EARL          77398/0                120.70

REF: 30115

NOTE:1998 - RELEASED MOBILE HOME, CHARGED IN ERROR.

ROGERS, RON DEXTER            8100324/0            120.50

REF: 30042

NOTE:1998 - VEHICLE CHARGED IN ERROR.

ROSEDALE FARMS INC            8100331/1            164.85

REF: 30061

NOTE:1998 - PRORATE TAXES ON VEHICLE.

ROSS, ANGELA C.                1162336/0            259.32

REF: 30105

NOTE:1996 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT NUMBER 11623360, ROSS, ANGELA.

SMITH JR, JOHN SHEPARD        8090747/7            146.88

REF: 30055  
NOTE:1998 - VEHICLE CHARGED IN ERROR.

STALLINGS CO                    8110439/3                    113.56  
REF: 30214  
NOTE:1998 - ADJUST VALUE ON VEHICLE.

STARCHER, KERRY LYNN        1165045/0                    105.22  
REF: 30121  
NOTE:1998 - MOBILE HOME DOUBLE CHARGED ON ACCOUNT NUMBER 1175170/0  
(STARCHER, KERRY LYNN).

TAFT, RICHARD CHESSON        8100050/8                    134.07  
REF: 30452  
NOTE:1998 - PRORATE TAXES ON VEHICLE.

TRIPP, JAY ALMOND            7120418/7                    129.15  
REF: 29982  
NOTE:1997 - VEHICLE CHARGED IN ERROR.

TUCKER, DONNETTE            1171745/0                    221.07  
REF: 30021  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11752700, KEVIN MAYBANK.

TURNER, WILLIAM MOSES JR.    1117021/0                    129.91  
REF: 30137  
NOTE:1995 - MOBILE HOME DOUBLE CHARGED ON ACCOUNT NUMBER 1156949/0  
(TURNER, WILLIAM).

TURNER, WILLIAM MOSES JR.    1117021/0                    140.59  
REF: 30136  
NOTE:1996 - MOBILE HOME DOUBLE CHARGED ON ACCOUNT NUMBER 1156949/0  
(TURNER, WILLIAM).

WALLACE, BRADLEY A          7080707/0                    106.10  
REF: 30393  
NOTE:1997 - VEHICLE CHARGED IN ERROR.

WALLS, LILLIAN TRIPP        8100388/3                    112.74  
REF: 30044  
NOTE:1998 - VEHICLE CHARGED IN ERROR.

WARD, ANDREW                1175651/0                    116.77  
REF: 30437  
NOTE:1998 - RELEASED MOBILE HOME AND BILLED ON ACCOUNT NUMBER 11626820  
WARD, ANDREW.

WEBB, RONNIE                44128/0 35133                111.81  
REF: 30398  
NOTE:1995 - LEASED LAND OUTBUILDINGS CHARGED IN ERROR.

WEBB, RONNIE                44128/0 35133                127.25  
REF: 30400  
NOTE:1993 - LEASED LAND OUTBUILDINGS CHARGED IN ERROR.

WEBB, RONNIE                44128/0 35133                119.61  
REF: 30399  
NOTE:1994 - LEASED LAND OUTBUILDINGS CHARGED IN ERROR.

WEBB, RONNIE                    44128/0 35133        134.81  
REF: 30403  
NOTE:1992 - LEASED LAND OUTBUILDINGS CHARGED IN ERROR.

WEBB, RONNIE                    44128/0 35133        135.80  
REF: 30404  
NOTE:1991 - LEASED LAND OUTBUILDINGS CHARGED IN ERROR.

WEBB, RONNIE                    44128/0 35133        141.74  
REF: 30405  
NOTE:1990 - LEASED LAND OUTBUILDINGS CHARGED IN ERROR.

WELCH, DAVID ALBERT         8010696/7            124.88  
REF: 30374  
NOTE:1997 - VEHICLE CHARGED IN ERROR.

WELSH, DAVID J                8110209/7            119.80  
REF: 30442  
NOTE:1998 - PRORATE TAXES ON VEHICLE.

WILLIAMS, BRADFORD ALAN     8110507/4            117.23  
REF: 30414  
NOTE:1998 - PRORATE TAXES ON VEHICLE.

TOTAL RELEASES: 82    \$14,282.46  
RELEASES GREATER THAN \$100.00

NAME	ACCOUNT #	PARCEL	AMOUNT
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BAKER, ELLA RUTH &	72481/0	17247	150.00
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REF: 30016  
NOTE:1996 - ADJUST VALUE ON HOUSE BURNED, NOT LIVEABLE; RELEASE  
LANDFILL FEE.

BAKER, ELLA RUTH &	72481/0	17247	190.39
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REF: 30017  
NOTE:1995 - ADJUST VALUE ON HOUSE BURNED, NOT LIVEABLE; RELEASE  
LANDFILL FEE.

GRIMES, THALIA	1175847/0		118.18
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REF: 29963  
NOTE:1998 - RELEASED MOBILE HOME, CHARGED IN ERROR DUE TO PARK REPORT.  
BILLED TO OWNER CHARLIE MELVIN GRIMES, ACCOUNT 11738300.

HARRIS, WILLIAM CARL	8110389/2		122.25
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REF: 30083  
NOTE:1998 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

HEATH, EMMA G.	66320/0	29767	226.34
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REF: 30086  
NOTE:1998 - RELEASED VALUE OF HOME DUE TO TOTAL LOSS DUE TO FIRE.

HEATH, EMMA G.	66320/0	29767	232.70
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REF: 30085  
NOTE:1997 - RELEASED VALUE OF HOME DUE TO TOTAL LOSS DUE TO FIRE.

JAMES A EVANS CONST	8100499/3		100.36
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REF: 30248  
NOTE:1998 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

KNOWLES, KATHLEEN            1175015/0            130.61  
REF: 30164  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE LISTED, SEE ACCOUNT  
NUMBER 11699220, COSENTINO, RALPH PAUL.

LANGSTON, LINDA            1156912/0            184.63  
REF: 30333  
NOTE:1998 - RELEASED MOBILE HOME DUE TO DOUBLE CHARGED ON THIS ACCOUNT  
ALSO MOBILE HOME MOVED OUT OF COUNTY MARCH 1997.

MCCOY, CYNTHIA DENISE       8030750/5            101.90  
REF: 30183  
NOTE:1998 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

PAXTON, DAVID ALAN        8110465/0            138.64  
REF: 30201  
NOTE:1998 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.  
ADJUST VALUE ON VEHICLE.

ROSS, LINDA FAYE            8010919/3            109.07  
REF: 29967  
NOTE:1997 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

SMITH, DANNY KAYE        1162653/0            134.11  
REF: 30113  
NOTE:1997 - RELEASED CITY DUE TO SITUS ERROR, SEE PARCEL NUMBER 52469,  
PURCHASED 10-1996.

SMITH, DANNY KAYE        1162653/0            118.43  
REF: 30112  
NOTE:1998 - RELEASED CITY DUE TO SITUS ERROR, SEE PARCEL NUMBER 52469,  
PURCHASED 10-1996.

TAFT, RICHARD CHESSON      8100050/8            108.44  
REF: 30452  
NOTE:1998 - PRORATE TAXES ON VEHICLE.

WELCH, DAVID ALBERT       8010696/7            106.19  
REF: 30374  
NOTE:1997 - VEHICLE CHARGED IN ERROR.

WILSON, ISAAC COLUMBUS    8100459/1            140.45  
REF: 29934  
NOTE:1998 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

ZHOU, GUO QIANG           8100108/0            181.21  
REF: 30007  
NOTE:1998 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.

TOTAL RELEASES: 18       \$2,593.90

Tax Refunds (Greater than \$100) - 2 \$277.60

- a. Bryant - \$155.38
- b. Glisson - \$122.22

6. Amendment to Reimbursement Resolution

**OFFICE OF THE PITT COUNTY BOARD OF COMMISSIONERS**

**GREENVILLE, NORTH CAROLINA**

**April 5, 1999**

**AMENDED REIMBURSEMENT RESOLUTION**

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF PITT COUNTY DECLARING ITS INTENTION TO REIMBURSE  
ITSELF FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT  
FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN  
CONNECTION WITH THE  
ACQUISITION, CONSTRUCTION AND EQUIPPING OF  
CERTAIN CAPITAL IMPROVEMENTS**

**WHEREAS**, County of Pitt (the “Issuer”) is a political subdivision organized and existing under the laws of the State of North Carolina; and

**WHEREAS**, the Issuer will pay, on and after the date hereof, certain expenditures (the “Expenditures”) not to exceed \$28,000,000 in connection with the acquisition of land; the construction and/or equipping of the County’s sixth high school and a new elementary school; and the renovations and/or expansion efforts at both Pactolus and G. R. Whitfield schools; and

**WHEREAS**, the Pitt County Board of Commissioners as the Issuer (the “Board”) has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Issuer for the Expenditures from the proceeds of one or more issues of tax-exempt bonds (the “Bonds”);

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:**

Section 1. The Board hereby declares the Issuer’s intent to reimburse the Issuer with the proceeds of the Bonds for the Expenditures with respect to the Project made on and after February 15, 1999, date, which date is no more than 60 days prior to the adoption of this resolution. The Issuer reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds.

Section 2. Each Expenditure will be either (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Issuer so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Issuer.

Section 3. The maximum principal amount of the Bonds expected to be issued for the Project have not been determined but Staff will return to the Board with a not to exceed amount once plans and specifications are further developed.

Section 4. This resolution shall take effect immediately upon its passage.

**PASSED AND ADOPTED** this the 5th day of April, 1999.

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Eugene James, Chairman

ATTEST:

\_\_\_\_\_  
Susan J. Banks, Clerk

7. Budget Amendment - Sales Tax Audit

<u>ACCOUNT NO.</u>	<u>TITLE OF ACCOUNT</u>	<u>INCREASE</u>	<u>DECREASE</u>
10-9-83-191.03	Sales Tax Audit	\$30,750	
10-3-00-182.00	Local Option Sales Tax	\$30,750	

8. Health Department Budget Amendment

<u>ACCOUNT NO</u>	<u>TITLE OF ACCOUNT</u>	<u>INCREASE</u>	<u>DECREASE</u>
15-5-62-610.00	Contracted Services	\$11,000	
15-3-62-890.00	Contributions & Donations	\$11,000	

9. Sale of Surplus Property - authorize the County Engineer to dispose of the following property in compliance with G.S. 160A-266-267 (Private Negotiation and Sale: Personal Property):

1980 Ford F6000 Flat Bed Dump Truck  
1980 260 Series A International Backhoe  
1982 Model 1862 John Deere Scraper

10. Fireworks Display for 16<sup>th</sup> Annual Great Pirate Purple/Gold Pigskin Pig-Out Party at ECU to be held on Friday, April 17, 1999.

Vice Chairman Savage asked for the record to show that he had not read the minutes.

**Closed Session**

Ms. JoAnne Burgdorff stated that the Board would be going into closed session as authorized by G.S. 143-318.11(a)(4) to discuss economic development matters.

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

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

Ms. Burgdorff reported that the Board of Commissioners voted to authorize the Manager to sign a lease agreement for the Business Technology Incubator.

**ITEMS FOR DECISION**

**Town of Grifton Request for GTP Sewer Project Loan - Paul Spruill**

Mr. Tim Bright, Mayor of Grifton, stated that the Town of Grifton would like the County's support to secure funding for a low-interest loan for water and sewer expansion for future growth of the region. He stated that they already have sixty percent of the funding from other sources. Mr. Bright stated that they would like to apply for a loan from the Global TransPark Commission and the remainder of the funds would come from acreage fees, funding from Grifton and other sources.

**UPON MOTION** by Commissioner Owens, seconded by Commissioner Shank, the Board voted to endorse the Global TransPark loan application in the amount of \$261,000 from the Town of Grifton for funds to expand water and sewer loan application..

**Bethel, Farmville and Ayden Mayors concerns about closing of Satellite Clinics - Mayor Frank Hemingway, Mayor Michael House, and Mayor Robert Evans**

Mayor Bob Evans of Farmville, stated his concerns over the possible closing of the Mental Health Satellite Clinic in Farmville. He stated that they serve over 400 patients, and there is no way to determine how others will be effected. He suggested it would be wise to move with caution. Mayor Evans asked the Board to consider temporarily delaying the proposed closing and to find emergency funding to support satellites through October 1, 1999. He stated that these Mental Health services are important to the communities represented today. Mayor Evans also pointed out that the building used for the satellite clinic in Farmville was made available to help families in Farmville and they have received quality services. He applauded the Board of Commissioners efforts to straightened out the Mental Health financial crisis but stated that holding out the funding is not the way to improve the situation. He asked that the Board consider options as well as obligations. He stated that he hoped the Board would achieve a more responsible solution and decision to address this financial deficit.

Chairman James said that the Board of Commissioners had been asked to allow the Mental Health Area Board to take care of this situation and he believed they are working on it and trying to make the best decisions. He stated that the Area Board has asked the Board of Commissioners for time to make changes.

Commissioner Ward asked about the number of clients that would no longer be served? Mayor Evans responded that there are 165 active clients in the Farmville clinic. Commissioner Hammond expressed that the Board of Commissioners has given the Mental Health Board enough time to respond and the Board of Commissioners needs to take action. Commissioner Owens asked if the towns would be able to assist in the emergency funding to keep the satellites open? Mayor Evans stated that he felt the towns may be able to offer assistance but that request would have to go before each of the town's Boards.

Mayor Evans said that this situation needs the Board of Commissioners attention.

Commissioner Bowen stated that Ed Booth, Ayden Town Manager, had indicated that they would help. Mr. Booth said they could help by providing space for the Mental Health satellite clinic in the Ayden Town Hall.

### **Community Transportation Services Plan developed by PATS (Pitt Area Transit) - Mack Simpson**

Mr. Mac Simpson stated he was representing the Committee that had over seen this formulation of this plan. He informed the Board that this plan must be updated every four years. He stated that this plan addresses how to get people to and from places efficiently and that Pitt County already has one of the best services in the State. Mr. Simpson said the plan was prepared with a continued effort to work with more coordination with the GREAT bus system and East Carolina University transportation as well as some general public transportation. He stated it can be monitored and annually updated.

Commissioner Shank praised the plan and stated that it concentrated on the human service needs. She stated that there is 22.3% poverty level in this county and that they need more help than what this plan provides. She said she would like to see it expanded. Commissioner Shank suggested that they need a part-time coordinator of transportation that could look at expanding the PATS program and look for available grants. She encouraged greater involvement with the GREAT bus system. Commissioner Shank challenged the Board to see how to help the poverty citizens in the County to get to their jobs.

Vice Chairman Savage said that one of the road blocks for people in the Work First program was lack of transportation. Mr. Simpson said they were looking at setting up some corridors with scheduled pick ups and charging the citizen with a fare. He agreed that the three current transportation operators could work more closely at being better coordinated. Mr. Robinson said that the things being considered will address the rural part of the County. He said that the County has to look at the basic needs first. Commissioner Hammond said this is not just a rural problem. There needs to be some way to help those individuals.

**UPON MOTION** by Commissioner Owens, seconded by Commissioner Shank, the Board voted unanimously to approve the Pitt County Community Transportation Services Plan, March 1999 as presented.

Mr. Bulow stated that they are looking at other options if the Board wants to move forward with providing transportation in the rural community.

**UPON MOTION** by Commissioner Shank, seconded by Commissioner Hammond, the Board voted unanimously to seek additional information on other transportation options and information.

### **Resolution of Support to Congress for Continued Funding of the Natural Resources and Conservation Service at the Local Levels - Ralph Tucker, Chairman of Soil & Water Conservation District**

**UPON MOTION** by Commissioner Owens, seconded by Commissioner Hammond, the Board voted unanimously to approve the resolution of Support to Congress for Continued Funding of the Natural Resources and Conservation Service at the Local Level.

### **RESOLUTION OF SUPPORT TO MAINTAIN CURRENT FUNDING FOR THE USDA, NATURAL RESOURCES CONSERVATION SERVICE**

**APRIL 5, 1999**

**Whereas**, the USDA, Natural Resources Conservation Service (NRCS), has maintained a cooperative presence in Pitt County for over fifty years, and;

**Whereas**, the relationship between the Federal Government, the State of North Carolina, and the County of Pitt has been positive and productive in maintaining the soil and water resource base of Pitt County, and;

**Whereas**, it has become known that the U.S. Congress is considering funding reductions in the NRCS program nationwide that potentially will reduce the number of federal employees (District Conservationists) throughout North Carolina, and;

**Whereas**, it is essential that the local County Soil and Water Conservation staff have access to the technical support, expertise, and design authority of the District Conservationist, and;

**Whereas**, the lack of a District Conservationist assigned to Pitt County will result in diminished capability to address conservation and agricultural needs.

**Now Therefore Be It Resolved**, that the Pitt County Board of Commissioners acknowledges continued support of the maintenance of the Natural Resources and the program at current funding levels and that District Conservationists continue to be assigned to local units of government at the level of current authorization.

**Adopted** this 5<sup>th</sup> day of April, 1999.

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Eugene James, Chairman  
Pitt County Board of Commissioners

Attest:

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Susan J. Banks, Clerk to the Board

**Budget Amendment - Maintenance of Buildings - Phil Dickerson**

**UPON MOTION** by Commissioner Owens, seconded by Commissioner Shank, the Board voted unanimously to approve the budget amendment as recommended by the County Engineer.

<b>Account No.</b>	<b>Title of Account</b>	<b>Increase</b>	<b>Decrease</b>
10-4-26-351.00	Maintenance of Buildings	60,000	
10-9-84-991.00	Contingency		60,000

**Budget Amendment - Youth Services - Melonie Bryan**

The Board discussed the use of these funds as designated for the Youth Facilities for Incarcerated Teenagers. Ms. Bryan stated that the bills were higher than anticipated and that this budget has been part of the Sheriff's Detention Center budget in the past. It has been separated out of the Detention Center budget. Ms. Bryan informed the Board that it is a regional program but the County only pays for Pitt County students.

Commissioner Hammond requested a list of students from outside of Pitt County that are in the Youth Facility. Mr. Robinson stated that since these are youths, that information may not be public information.

Ms. Bryan stated that this budget has been separated out and was in the jail's budget. It is a regional facility but the students from other jurisdictions are being paid by their jurisdictions. Commissioner Hammond wants to see the ratio of students from Pitt County versus other counties. Mr. Robinson said he was not sure that the Board could access this information on juveniles.

**UPON MOTION** by Commissioner Shank, seconded by Commissioner Ward, the Board voted seven to two to approve the budget amendment for Division of Youth Services. Commissioners Savage and Hammond were opposed to the motion.

**Schedule Joint meeting with Board of Education - Tom Robinson**

Mr. Robinson stated that the Board of Commissioners had instructed him to schedule a second meeting with the Board of Education. He suggested the meeting be held on Wednesday, April 14<sup>th</sup> at 6:30 p.m. and asked for the Board's agenda items. He stated that this may be the time to ask for outcomes from the requested increase in funding. Commissioner Gaskins said he has gotten all of his information from the newspaper and would like to be better informed.

**UPON MOTION** by Commissioner Bowen, seconded by Commissioner Hammond, the Board voted to seven to two to meet with the Board of Education at 6:30 p.m. on Wednesday, April 14<sup>th</sup> at the Agricultural Building Auditorium. Commissioners opposed to the motion were: Vice Chairman Savage and Chairman James.

The Board then discussed the agenda for the meeting. Mr. Robinson stated there would be strategies for education with no action and information for the new budget year. Commissioner Hammond stated he was tired of learning of the Board of Education's financial request from the newspaper. Mr. Robinson stated that the Board

of Education meetings are public meetings and the press covers the meetings. Commissioner Bowen informed the Board, that as the liaison to the School Board, on how they will approach the Board with their funding request. Commissioner Shank stated her support of this joint meeting because of creditability. Commissioner Ward stated that she would like the Board of Education to address what outcomes the Board of Commissioners can expect from the increased funding requested.

Vice Chairman Savage asked if this meeting was going to address just this year or the next three years. Commissioner Owen stated that the meeting will be worthwhile because it helps set parameters for the next few years.

Chairman James called for a ten minutes recess.

Chairman James stated that the Town of Ayden request for extraterritorial jurisdiction was not put on the agenda but some commissioners have asked that it be added to this meeting's agenda.

**UPON MOTION** by Commissioner Hammond, seconded by Commissioner Bowen, the Board of Commissioners voted to add the Town of Ayden's request for a two-mile extraterritorial jurisdiction to the agenda. Commissioners in support of this motion were: Shank, Bowen, James, Ward, and Hammond. Commissioners opposed to this motion were: Johnson, Gaskins, and Owens. (Vice Chairman Savage not present.)

#### **Designate Cable Outlet, Retrofit GTV-9 - Arlen Holt**

Mr. Holt stated that the County was not forced to put the letter in the newspaper about Mental Health but dis so in order to communicate the Board and administration's position on the Mental Health fiscal problem.

Mr. Holt stated that when the Board meetings go on cable, the best outlet for this is the existing Multimedia Government access channel which is administered by the City of Greenville. Mr. Holt stated that the City does have space available on their regular programming schedule for the Board of Commissioners' meetings. In addition, Mr. Holt reported that the cable system in Farmville, the Time Warner system, will be able to use tapes to air the meetings. However, the City of Greenville will need additional equipment to meet these programming needs. The Board meetings will play on GTV-9 and he recommended the Board approve the purchase of equipment so the City and the County will have expansion capabilities. There will be a cost of up to \$6,000 to purchase equipment and retrofit the room. There will be a monthly charge of \$275 by the City for the additional programming.

**UPON MOTION** by Commissioner Johnson, seconded by Commissioner Ward, the Board voted eight to one to approve playing the Board of Commissioners' meetings on the City of Greenville's Government Access Channel, GTV-9 on Multimedia, and further, purchase equipment with a not to exceed cost of \$6,000. Commissioner Owens opposed the motion.

Mr. Holt stated that anything submitted to be played on this channel must meet government access channel regulations set forth by the Federal Communications Commission. Vice Chairman Savage asked how scheduling conflicts would be addressed. Mr. Holt stated that they have discussed priorities for scheduling and the City Council and Board of County Commissioners meeting schedules have already been addressed. Commissioner Owens commented on the \$275 additional monthly expense.

#### **Cellular Phone Service- Consolidation of Existing Phones with Single Vendor - United States Cellular - Melonie Bryan**

Ms. Bryan stated that she had bids from several different vendors and they were trying to get all the cellular phone services under one package. Ms. Bryan reported that Robert S. Segal, CPA PA sent out Request for Proposals to BellSouth, ALLTell and United States Cellular. After final analysis, the United State Cellular proposal appeared to offer the County the greatest savings and flexibility in billing services. She stated that they had been holding off in order to give the Sheriff time to evaluate his needs and services. Ms. Bryan stated that the Sheriff has talked with US Cellular and is satisfied with their proposal.

ALLTELL proposed a \$14.95 per phone plan but did not offer a pooled minute plan. The plan would charge \$14.95 per month for each phone for 60 minutes. When exceeding 60 minutes, an excess minute charge will apply that is tiered between \$.23 and \$.11 based upon the number of excess minutes used. Additional key points were noted.

U.S. Cellular provided three proposals, two of which were plans for individuals phones and one of which was a pooled minute plan. The individual phone plans were \$19.95 for 100 minutes per month for each phone and \$15.25 for 60 minutes per month with excess minutes billed at \$.35 per minute and average long distance at \$.17 per minute.

The pooled minutes plan includes 8,400 minutes per month for 100 phones for \$1,559.20 (additional phones must be purchased and there is an additional \$8.95 monthly administrative charge per additional phone), \$.19 for minutes exceeding 8,400 minutes per month. Additional comparisons were made.

Mr. Robinson stated that he concurs with the recommendation from Bob Segal and the Finance Officer.

**UPON MOTION** by Vice Chairman Savage, seconded by Commissioner Hammond, the Board voted unanimously to approve the one year contract with US Cellular.

**Schedule Report on Global Transpark Commission, Authority and Foundation - Tom Robinson**

Mr. Robinson asked the Board if they would like a report from the Global TransPark Commission members.

**UPON MOTION** by Commissioner Hammond, seconded by Commissioner Johnson, the Board voted unanimously to schedule a report on the County members on the Global TransPark Commission, Authority and Foundation. Dr. Ed Bright will coordinate the scheduled presentation.

**Budget Amendment - Mental Health State Funds - Lynn Stelle**

Ms. Lynn Stelle, Mental Health Director, reported that they have received funds from the State for five different budget amendments. She reviewed each item individually.

1. Developmental Disabilities - \$7,962.00, one-time State allocation for computer software and hardware. 100% State funds.
2. Contractual Services - \$360,156.00, one-time State allocation for purpose of supporting and diverting persons with mental retardation from hospitals and Thomas S. classification.
3. Contractual Services - \$196,332.00, State allocation for Substance Abuse Prevention and Treatment Block Grant Funds for the purpose of first year implementation of the Robeson Health Care Corporation Therapeutic Home. These are flow-through funds.
4. Contractual Services - \$14,000, State funds from Thomas S Section to support one prospective class member that has been identified for the FY 1999 Plan of Work funding request for Prospective and at risk Thomas S. individuals.
5. CAP/MR - \$40,000, to purchase needed supplies for CAP clients that are matched dollar for dollar by Medicaid.

Ms. Stelle stated that there has been four percent allocated for administrative costs on some of these items. Ms. Stelle said the Area Board approved the funding for administrative costs. She also noted that the contractual services under contract have been ongoing since July but they have just received the State funding. This contract with the Department of Psychiatry has an outcome basis. Chairman James stated there needs to be more than a four percent allocation for administrative costs.

Commissioner Bowen asked about the use of interns where Medicare will not reimburse. Ms. Stelle said that Medicaid and Medicare will not pay for intern services so they cannot be billed by Pitt County Mental Health. Commissioner Owens noted that these areas were not responsible.

Commissioner Shank asked about the data processing equipment being requested for Developmental Disabilities. Ms. Stelle said that the State requires a waiting list for the Developmental Disabilities program and this equipment will assist with meeting that requirement.

Vice Chairman Savage asked about compatibility with the computer equipment. He suggested this item be turned over to the Management Information Services Director to be reviewed prior to being brought before the Board.

**UPON MOTION** by Commissioner Bowen, seconded by Vice Chairman Savage, to postpone voting on the Mental Health Budget Amendments until after the Items for Discussion when Mental Health will be discussed.

Commissioner Ward stated that these budget amendments are State funds and will not affect the discussed items. Chairman James also noted that these are contract programs where the funds are already owed. Vice Chairman Savage said he felt that the Commissioners have not studied the impact of the revenues.

Chairman James called for a vote on the motion to postpone action on the Mental Health Budget amendments. Commissioners in favor of the motion were: Savage, Hammond and Bowen. Commissioners opposed were Owens, Shank, Ward, James, Johnson and Gaskins.

**UPON MOTION** by Commissioner Ward, seconded by Commissioner Shank, to accept the budget amendments as requested by Mental Health. (Commissioner Hammond stated that there has to be a better way to do business at Mental Health because these services have been provided, without a contract, and without paying the people who have provided the services.) He stated that he was not prepared to vote on any further motions from Mental Health until it has been put in order. Mr. Robinson said that the State does not make known these allocations until late in the budget year. These allocations should have been given to the counties sooner. The counties are asked to provide the services without knowing what funding they will receive. Chairman James called for a vote on the motion to approve the budget amendments for Mental Health. There was a seven to two vote with Commissioners Hammond and Savage opposed to the motion.

<b>ACCOUNT NO.</b>	<b>TITLE OF ACCOUNT</b>	<b>INCREASE</b>	<b>DECREASE</b>
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19-5-41-520.00	Data Processing Equipment	7,692
19-3-41-362.00	Equipment Grant	7,692
19-5-59-610.00	Contract Services	360,156
19-3-59-341.00	DD Diversion Funds	360,156
19-5-79-610.00	Contract Services	196,332
19-3-79-232.00	Robeson Health Care Grant	196,332
19-5-59-610.00	Contract Services	14,000
19-3-59-334.00	Thomas S-UCR	14,000
19-5-46-231.20	Reimbursable Supplies & Materials for Cap	40,000
19-3-46-332.00	Cap Supplies Reimbursement	40,000

**Extraterritorial Jurisdiction for the Town of Ayden - James Rhodes, Planning Director**

Mr. Rhodes informed the Board that Commissioner Gaskins had requested some information on the expanded extraterritorial jurisdiction requested by the Town of Ayden. Mr. Rhodes said that Ayden is seeking special legislation for an up to two miles beyond its corporate limits. A court ruling is needed for the controversy between Winterville and Ayden.

Mr. Rhodes said that the staff does not agree with these extensions. Mr. Rhodes recommended treating this request the same way as the City of Greenville would be treated with this type of request. In this case, a two mile extension has to go before the Legislature and the County does not have to give any permissions for this request. He stated that any request for extraterritorial jurisdiction beyond a one-mile limit must go to the State Legislature. This extension goes in three directions, east, south and west around Ayden. Mr. Rhodes stated that one of the Legislators contacted Commissioner Gaskins about the Board of Commissioners position on this matter. Commissioner Johnson asked if the Board of Commissioners can restrict this extension if it is approved by the Legislature.

Ms. Burgdorff stated she had talked with Senator Warren, who presented Farmville’s extraterritorial jurisdiction request, and Representative Marian McLawhorn, who presented the Town of Ayden’s extraterritorial jurisdiction. Ms. Burgdorff asked if they would add to the bill the following wordage: “with the approval of the Board of County Commissioners as to the specific area within the additional territory.” Ms. Shank stated that Representative McLawhorn said that this situation should be resolved this week.

Commissioner Shank motioned to add to both bills the specific language, “with the approval of the Board of County Commissioners as to the specific area within the additional territory.” Commissioner Ward seconded the motion. Commissioner Hammond said this situation should not involve the Town of Farmville.

Mr. Richard Hicks, Town of Farmville Manager, stated that they did not know they were involved in this situation and did not want to be involved.

Chairman James called for a vote on this motion. Commissioners in favor of this motion were: Gaskins, Ward, James, Savage, Shank, Johnson and Bowen. Commissioners opposed to the motion: Owens and Hammond.

**ITEMS FOR DISCUSSION**

**Report and Discussion on Mental Health - Dr. Burwell/Lynn Stelle**

Vice Chairman Savage said that there is a greater understanding of the situation at Mental Health. He stated that it was unfortunate that it has involved a great deal of layoffs and he was concerned about the employees losing their jobs. Chairman James asked for the commissioners to hold their comments until after the report is completed.

Mr. Charles Mitchell, Charles Mayo and Darnell Parker, Area Board members were present. Ms. Stelle presented information on the impact analysis of Reduction in Force on Work Force.

Ms. Stelle said they are addressing the problems and making changes. She reported that there have been two reduction in force. She stated that they had hoped the first one was going to be adequate. Ms. Stelle stated that next year’s revenues would still be short. They have had to look at other alternatives for funding and their budget was 80-90% salaries. She stated that more than half the workforce left is 100% paid for with State dollars and reimbursements. During the first reduction-in-force, Ms. Stelle stated that the programs were evaluated by whether or not it was required, whether other agencies could pick up the services, or other criteria. The second reduction was targeted for \$900,000. She said it could not be done the same way.

Ms. Stelle said they went from four service directors down to three directors. They also looked at support staff, staff that delivers services, technical staff, etc. She reported that there were base positions of 282 (130 funded by reimbursements and receipts). She stated that in their efforts to reorganize staff they looked at the middle management level. The second reduction was in the satellites and the Respite Program. The programs were selected because there is no federal requirement to provide respite services or satellite center services. She said they could cut these programs without jeopardizing their accreditation. They also require County dollars to keep open. She stated that they had originally cut back on these programs but that it was not enough to make up for the deficit. Ms. Stelle said they were looking for ways to coordinate these services to these individuals.

The schools around the Ayden area utilize the Ayden satellite. Ms. Stelle stated that they have been approached by people in the community who want to take over the Respite Program but it cannot be done by the first of May.

Ms. Stelle stated that they are looking at a shortfall of \$900,000. If Commissioners want to give more time on respite and satellites, it would cost \$100,000. She said they had been short this year because Medicaid rates changed. She said this was the fourth worst area program in the State when it was reviewed and then they came back and said that it was approved for Medicaid money.

**UPON MOTION** by Commissioner Shank, seconded by Commissioner Bowen, the Board voted unanimously to recess the meeting at 12:05 p.m.

Chairman James reconvened the meeting at 12:45 p.m. following lunch.

### **Mental Health Discussions (continued)**

Ms. Darlene Hunnicutt, Mental Health Finance Director, stated that when she came to Mental Health she had to build an accounting structure which analyzed how the funds were allocated and being spent. She classified every expense and every revenue that comes into the Center. She said she now has only three financial accounting people on staff but that they can now see where the money is going and where shortfalls may exist. Ms. Hunnicutt said that they had found that reimbursements from first and third party payers were not being followed through on. She stated that they needed better information from clients on initial contact and that they have initiated new billing services. She said the Business office now oversees everyone that has anything to do with the Center's finances. The Business office staff is responsible for doing financial intakes on clients and they have two Intake specialists. She stated they are looking for third party benefits if they do not have other capabilities of paying for services. Ms. Hunnicutt said that they are going through this process with each individual client and it is working. They are also identifying clients that are on Medicaid.

Ms. Hunnicutt said that there is a new intact process, new systems developed, training employees and they are beginning to see indicators that the new system is working. However, she stated that there will still be a revenue shortfall this year. Ms. Hunnicutt said that she needed to stress that in any turnaround situation, it typically takes two to five years to actually turn it around financially. The corrections are put into place and will be evaluated quarterly. She said the Board charged the Mental Health Center to collect for services and they are going to do that with the new systems. The next step is to look at the rate schedule for consumers and administrative fees for contracts.

Commissioner Hammond asked about the \$1.8 million shortfall today. Ms. Hunnicutt said the shortfall started at \$2.5 million but with closing the satellites as of July 1 about \$300,000 would be saved. In addition, she stated that they can go back twelve months on Medicaid reimbursements. She stated that they have met with Social Services and asked for two caseworkers to help with updating Medicaid benefits.

**UPON MOTION** by Vice Chairman Savage, seconded by Commissioner Shank, the board voted to recess the regular session in order to hold the Board of Equalization and Review meeting as scheduled.

### **Board of Equalization and Review**

Jimmie Hardee, Tax Assessor, informed the Board that the Board of Equalization and Review had been appropriately advertised and the Board needed to hear any appeals which may be brought to the Board.

**UPON MOTION** by Commissioner Gaskins, seconded by Vice Chairman Savage, the Board voted unanimously to appoint Mr. Hardee as secretary to the Board of Equalization and Review.

Ms. Banks issued the oath of office for all the Board members to serve as the Board of Equalization and Review. Mr. Hardee noted that he had not had anyone who wanted to appeal their taxes to the Board of Equalization and Review. The Chairman asked if anyone wished to address the Board. No one appeared before the Board.

**UPON MOTION** by Commissioner Owens, seconded by Vice Chairman Savage, the Board voted unanimously to recess the Board of Equalization and Review meeting until April 19<sup>th</sup>, at 1:10 p.m.

Chairman James called the Board of Commissioners meeting back to order.

### **Mental Health Discussion (Continued)**

Commissioner Shank stated that the Finance Officer brought this situation up two years ago and asked why it was not addressed then.

Ms. Stelle said that there needs to be a distinction between the sixty positions eliminated and the forty people who lost their jobs. Ms. Stelle said that some of them were the lowest producers and some were lower than their colleagues. Ms. Stelle said the financial problems should not be blamed on the clinical staff. Commissioner Owens asked about the previous administration and asked if the blame is placed with the previous administration. Chairman James said he had been made aware of a situation where Mental Health employees

were driving cars for Social Services. Vice Chairman Savage said he had witnessed this situation. He also said that when there is state funding for Mental Health programs where staff was added on, there were indirect costs like desks, office, etc. needed for these staff.

Commissioner Owens left at 1:20 p.m.

Vice Chairman Savage said two County finance officers had tried to tell the Board about the problems at Mental Health and this Board chose to do nothing. Commissioner Shank asked if there was a system developed, why do they need additional computer software. Ms. Hunnicutt stated that the system they had developed was for a small part of the program and they need a full software system. They are looking at putting a system in prior to December 31<sup>st</sup> but the system is expensive. Commissioner Bowen asked about the consultant expenses. Ms. Hunnicutt responded that there was \$25,000 for first project and \$25,000 for the second project but the final project will cost \$60,000. Chairman James asked about the cost of the rental space for the Respite Program at ECVC. Ms. Hunnicutt stated that they have found a four bed facility that may be a possibility for relocation of the Respite Program. They will be reducing the number of beds available for respite care.

Vice Chairman Savage stated his concern over the Board approving budget amendments when they are not totally educated on the effects.

Ms. Stelle said that you do not have to pay for Mental Health services, if you do not have the ability to pay. She said that July 1, the Center will still have a \$1.8 million deficit. The budget has been overstated by about \$2.0 million every year and she guaranteed that the Mental Health Program staff will come back to the Board with a balanced budget for 1999-2000.

Mr. Robinson said that this was this same conversation last year and that there needs to be an audit of their budget so this will not be repeated. Vice Chairman Savage stated that the Mental Health finances should be placed under the authority of the County Finance Officer. Commissioner Hammond said he does not believe in micromanaging agencies but that they need to get their systems in place to satisfy this Board. Commissioner Bowen said its going to be hard for the Board of Commissioners to tell the taxpayers that they paid \$1.8 million for the Mental Health deficit.

Mr. Robinson said that he talked with Dr. Baggett about turning Mental Health over to the State but the County would still be responsible for the debt. He said he did look at this Mental Health Center being combined with two other counties and that this is a trend across the State. He said Ms. Stelle has been instrumental in finding State funding that will help with the deficit. Mr. Robinson stated that there has been a crisis at Mental Health but that he thinks there are good people on the Board and they are having to make some tough decisions. Dr. Frank James, East Carolina Department of Psychiatry, has expressed an interest to him in partnering with Mental Health to help keep the satellites in operation. Mr. Robinson said that the Mental Health program staff had over projected the incoming revenues and it is now necessary to bring the program back to a reasonable size. In addition, Mr. Robinson said they need to come up with funds for a major computer system. They are currently looking at other counties' systems and he will continue to have reports brought to the Board on their improvements.

Mr. Charles Mitchell, Area Board member spoke, saying he has been in the mental health field for over fifty years and has directed Mental Health Centers. He said that Mental Health has been trying to do too much and they are going to start doing everything they can to be fiscally responsible.

Mr. Charles Mayo, Area Board member, said this Board is divided in sentiments. It can't be everything to everybody. He stated that the items before the Board are corrective actions. They will have a solid foundation once these changes are made and the program will be solid again. He stated that nobody wants to close the satellite clinics and that they are looking at all the options. It has been a battle for Area Board members and staff. He commented that the next year's budget is based on being solvent. He also stated that he is not supportive of making the program a multi-county program.

Dr. Yolanda Burwell, Area Board Chairman, said there are costs for having a balanced budget for next year. She stated that in the new era, ninety percent of the people who worked for Dr. Creech are gone. She said people are working day and night to make this program work and the new people deserve a chance to get it corrected. Dr. Burwell said that the Area Board intends for this program to be competitive and decisive, but they need the reassurance that the Board of Commissioners is willing to stand behind their decisions. She said that this Area Board is willing to work hard to clean it up and they will have full disclosure from this point further on the Mental Health program.

Mr. Darnell Parker, Area Board member, noted the variety of elements involved in this situation. He said the Area Board and Ms. Stelle have not ignored the services the former employees have rendered to Mental Health. There was a lot of thought given to the reduction-in-force decisions. He said a business approach is needed but this is a government agency that owes the citizens that it serves.

Vice Chairman Savage said for the County to take over finances would be a fiscally sound decision. Vice Chairman Savage said the Board of Commissioners is ultimately responsible for the Mental Health program.

**Draft Rules of Procedure - JoAnne Burgdorff, County Attorney**

Chairman James said to review and be prepared to adopt at next regular meeting. The Commissioners determined that Ms. Burgdorff should review the items that had been changed. Ms. Burgdorff reviewed each item with changes.

**UPON MOTION** by Commissioner Shank, seconded by Commissioner Ward, the Board voted unanimously to adopt Rules of Procedures for the Board of Commissioners.

**PITT COUNTY BOARD OF COUNTY COMMISSIONERS**

**GREENVILLE, NORTH CAROLINA**

**RULES OF PROCEDURE**

**FOR**

**PITT COUNTY BOARD OF COUNTY COMMISSIONERS**

The following Rules shall be the Rules of Procedure adopted by the Pitt County Board of Commissioners, (hereinafter referred to as “Board”) to follow when meeting to conduct public business:

**DEFINITIONS** - The following definitions shall apply with regard to these Rules of Procedure:

- **Agenda** - a list of things to be done and matter to be considered.
- **Agenda Preview Session** - information gathering session - no action taken
- **Consent Agenda** - a listing of items of a routine nature which do not generally need explanation or debate.
- **Quorum** - Five (5) members of the Board of Commissioners shall constitute a quorum.
- **Closed Session** - a meeting, excluding the public, where only certain permitted subjects may be discussed, as determined by the County Attorney. Generally no action is taken, but action is allowed under certain narrow conditions.
- **Sunshine List** - a listing of all persons, corporation, or other entities who have in writing requested notification of all meetings of the Board. The Board shall require individuals to pay a \$10.00 annual fee and renew said request quarterly.
- **Commissioners’ Concerns**, shall mean time for individual Board members to share information with other members of the Board and the public.

1. Regular Meetings

The Board shall hold a regular meeting on the First and Third Monday of each month, except that if a regular meeting day is a legal holiday, the meeting shall be held on the next business day. The meeting shall be held at the County Office Building and shall begin at 9:00 a.m. As required by Statute 143-318.12(a) a schedule of these meetings shall be kept on file with the Clerk of the Board who shall publish the schedule and any changes therein shall notify all persons, organizations or entities requesting notice at least 48 hours prior to said meeting.

2. Special Meetings

The Chairman or any five members of the Board may at any time call a special meeting of the Board of Commissioners by signing a written notice stating the time and place of the meeting and the subjects to be considered. The Chairman or the members who call the meeting shall cause the notice to be delivered to the County Manager and all Commissioners at least 48 hours before the meeting. The County Manager shall verify that all commissioners have received notice of the meeting and shall cause a copy of the notice to be posted on the official County bulletin board at least 48 hours before the meeting, and will see that notice is given to all parties requesting same. Only those items of business specified in the notice may be transacted at a special meeting, unless all members are present or those who are not present have signed a written waiver of this requirement.

**Emergency meetings** may be called by the Chairman or a majority of the members to deal with an unexpected circumstance which requires immediate consideration by the Board. In this situation the notice requirements of this rule do not apply. However, the person or persons who call an emergency meeting shall take all reasonable action to inform the other Board members, the press, and the public of the meeting at the earliest possible time. Only business connected with the emergency may be discussed at the meeting.

3. Agenda

The County Manager, with in-put from the Chair, shall prepare the agenda for each meeting. A written request to have an item of business placed on the agenda must be received by the County Manager at least seven working days before the meeting. Any Commissioner, Department Head, citizen or group, by a timely and proper request, may request an item be placed on the agenda. Department Heads must send an Abstract detailing their request to the County Manager with backup data (if necessary for clarity) at least seven working days prior to the meeting. A copy

of the Abstract and list of deadlines for submission are attached to these Rules for reference.

Citizens may request to be placed on the Agenda by sending a written request to the County Manager detailing the subject matter to be presented and the length of time requested. The Chair reserves the right to refuse the request or to limit the amount of time for any request.

The agenda shall include, for each item of business placed on it, as much background information on the subject as is available and feasible to reproduce. A copy of all proposed ordinances and resolutions shall be attached to the agenda. A copy of the agenda and attached materials shall be available for public inspection as soon as they are completed. Each Commissioner shall receive a copy of the agenda for regular meetings at least 72 hours prior to the meeting.

Upon a majority vote at any meeting of the Board, other than a special or emergency meeting, any Board member may request that an item be placed on the agenda at the time of agenda approval.

4. Agenda Preview Sessions

The County Manager, certain members of staff, Clerk to the Board, Chair and Vice Chair may meet informally to discuss matters on the upcoming agenda and to seek clarification and additional information.

5. Public Address to the Board

There shall be a time set aside at each regular meeting of the Board for public comment. This total time shall not exceed 30 minutes. Each citizen or group who wishes to speak during this time must sign up on a sign up sheet, giving their name, the organization they represent (if any), address and the subject matter they wish to address prior to the start of the meeting. Only the person requesting to make the presentation may do so, unless otherwise permitted by the Chairman. The Chairman may recognize any citizen requesting to speak to the Board during the course of any meeting if deemed appropriate by a majority vote of those Board members present. Each citizen or organization shall be allowed 3 minutes for their presentation unless the Board, by majority vote, grants a greater amount of time. Each speaker during the Public Comment period shall be limited to one appearance at each regular meeting of the Board. All citizens are expected to follow proper decorum and shall not use profanity nor defamatory speech. The Chair reserves the right to stop the presentation of any citizen who fails to follow these procedures and to remove any citizens who becomes disruptive or abusive. The Board reserves the right to deny any public addresses on a subject previously presented to the Board.

Commissioners are expected not to comment on matters brought to the Board during this time, but to delay action or comment until staff have had an opportunity to research the subject matter and to report necessary and relevant information to all members of the Board.

6. Order of Business

Items shall be placed on the agenda according to the “Order of Business.” The Order of Business for each regular meeting shall be as follows:

1. Approval of minutes of previous meeting,
2. Discussion/adjustment, approval of agenda,
3. Scheduled Public hearing, if any,
4. Public Addresses to the Board
5. Administrative reports,
6. Committee reports or Scheduled presentations,
7. Consent Agenda,
8. Items for decision,
9. Items for discussion,
10. Commissioners’ concerns
11. Closed Sessions.

By general consent of the Board, items may be considered out of order.

**Commissioners' concerns** items requiring action will be for future agendas, and will not be acted upon at the meeting at which first presented unless it is the unanimous consensus of the Board that the item be acted on at the time of presentation.

**Consent Agenda** shall be introduced by a motion “to approve the Consent Agenda”, and shall be considered by the Board as a single item. There shall be no debate or discussion by any member of the Board regarding any item on the Consent Agenda, beyond asking questions for simple clarification. On objection by any Board member to inclusion of any item on the Consent Agenda, that item shall be removed from the Consent Agenda forthwith. Such objection may be recorded at any time prior to completing the taking of a vote on the motion to approve the Consent Agenda. Items which have been objected to and removed from the Consent Agenda shall, immediately after the vote on the Consent Agenda has been taken, be considered individually and in the order in which the objections were raised. Approval of the motion to approve the Consent Agenda shall constitute approval, adoption or enactment

of each motion, resolution, or other item of business thereon, exactly as if each had been acted upon individually. Items requiring appropriation of contingency or fund balance or hiring of new personnel shall not be placed on the consent agenda.

### **Debate by the Board**

No member shall speak for more than 3 minutes on the question under debate except by a majority vote of the members of the Board present and voting, nor more than once on the same question until all who wish to speak have had the opportunity to do so. In all meetings, each member, before speaking shall be recognized by the Chair. The speaker shall confine himself/herself to the question under debate and shall avoid all personal or indecorous language. No member shall interrupt another while speaking, except to rise for a point of order, the point to be briefly stated to the presiding officer, or to ask a question for information only. No person not a member of the Board shall speak on any matter pending before the Board without the unanimous consent of the Board members present. The County Attorney shall be the timekeeper for the enforcement of the time limit set on each member. In the event any member is interrupted during his/her presentation the time of such interruption shall be deducted from the total time allotted to the member speaking.

### 7. Organizational Meeting

On the first Monday in December following a general election in which county commissioners are elected, the Board shall meet at the regular meeting time and place. The newly-elected members of the Board shall take and subscribe the oath of office as the first order of business. As the second order of business, the Board shall elect a chairman and vice-chairman from among its members, who shall then immediately assume those positions for the ensuing year. The title "Chairman" and "Vice-Chairman" shall refer to persons who hold those positions, whether male or female. As the third order of business, the Board shall approve the bonds of the register of deeds, the sheriff and the finance officer. The fourth order of business of the Board shall be the adoption, request for change, or confirmation of the Rules of Procedure for the Board.

### 8. Election of the Chairman

The Chairman of the Board shall be elected annually at the first regular meeting in December and shall not be removed from the office unless becoming disqualified to serve as a member of the

Board. Should removal occur, a new Chairman shall be elected from the remaining membership at the meeting following removal, to serve out the remainder of the term of Chairman.

9. Powers of the Presiding Officer

The Chairman shall preside at all meetings of the Board. A Board member must be recognized by the Chairman in order to address the Board. The Chairman shall have the following duties and powers:

- (a) To rule motions in or out of order including the right to rule out of order any motion patently offered for obstructive or dilatory purposes;
- (b) To determine whether a speaker has gone beyond reasonable standards of courtesy in his/her remarks and to entertain and rule on objections from other Board members on this ground;
- (c) To entertain and answer questions of parliamentary law or procedure, or to defer same to the County Attorney;
- (d) To call a brief recess at any time;
- (e) To adjourn in an emergency;
- (f) To call a special or emergency meeting;
- (g) To make ex officio Board member appointments to various boards and commissions.

10. Presiding Officer When The Chairman Is In Active Debate

The Chairman shall preside at meetings of the Board unless he becomes actively engaged in debate on a particular proposal, in which case, Chair shall designate another Board member to preside. The chairman shall resume the duty to preside as soon as action on the matter is concluded.

11. Duties of Vice-Chairman

Vice-Chairman presides and acts in the absence of the Chairman.

12. Action by the Board

The Board shall proceed by motion. Any member, including the Chairman, may make a motion.

13. Second Required

All motions shall require a second.

14. One Motion at a Time

A member may make only one main motion at a time.

15. Adoption by Majority Vote

A motion shall be adopted by a majority vote of the votes cast, a quorum being present, unless otherwise required by law or these Rules..

16. Debate

The Chairman shall state the motion and then open the floor to debate on it. The Chairman shall preside over the debate according to these general principles:

- (a) The introducer, the member who makes the motion is entitled to speak first;
- (b) A member who has not spoken on the issue shall be recognized before someone who has already spoken;
- (c) To the extent possible, the debate shall alternate between the opponents and the proponents of the measure.
- (d) Any member has the right to appeal the ruling of the Chairman. Any ruling shall stand unless overruled by a 2/3 vote of the members present.

17. Amended Motion

No more than one amended motion may be made to the principal motion, at one time. This rule stands for the basic principle of parliamentary procedure that distinct issues will be considered and dealt with one at a time, and a new proposal may not be put forth until action on the preceding one has been concluded.

18. Procedural Motions

In addition to the amended motion, the following procedural motions, and no others, shall be in order. Procedural motions can be discussed.

- (a) To Adjourn. The motion may be made only at the conclusion of action on a pending matter; it may not interrupt deliberation of a pending matter.
- (b) To Take a brief Recess.
- (c) Call to Follow the Agenda. The motion must be made at the first reasonable opportunity or it is waived.
- (d) To Divide a Complex Motion and Consider it by Paragraph.
- (e) To Defer Consideration. A motion whose consideration has been deferred expires 60 days thereafter unless a motion to revive consideration is adopted during the 60 day period.
- (f) To Postpone and Reconsider at a Time Certain. A motion which allows a matter to be postponed until a time certain when it will be reconsidered on a future agenda without further action by a member to make sure that it comes back before the Board.
- (g) To Revive Consideration. Must be brought before the Board during the 60 day period following its deferral at a previous meeting.

- (h) Motion to End Debate The motion is not in order until there has been at least three (3) minutes of debate and every member has had one opportunity to speak.
- (i) To recess or postpone meeting to a Certain Time or Day.
- (j) To Refer to a committee. Forty-five days after a motion has been referred to a committee, the introducer may compel consideration of the measure by the entire Board, regardless of whether the committee has reported the matter back to the Board.
- (k) To Appeal Ruling of the Chairman. Must receive a 2/3 vote of all members present.

19. Renewal of Motion

A motion that is defeated may be renewed at any subsequent meeting.

20. Withdrawal of a Motion

A motion may be withdrawn by the introducer at any time before a vote.

21. Duty to Vote

Every member, including the Chairman, must vote unless excused by a majority vote of those members present. A member who wishes to be excused from voting shall so inform the Chairman, who shall take a vote of the remaining members. The Board may excuse a member from voting on matters involving his or her own financial interest or own official conduct. A member, with a duty to do so, who fails to vote shall be counted as voting with the majority.

22. Introduction of Ordinances

A proposed ordinance shall be deemed to be introduced at the first meeting at which it is actually considered by the Board. There are certain statutory requirements which must be met in enacting an ordinance, including holding a public hearing in some, but not all cases.

23. Adoption of Ordinances

To be adopted at the meeting at which it is first introduced, an ordinance or any action with the effect of an ordinance (except the budget ordinance or any bond order) must receive the approval of all members of the Board of Commissioners. If the proposed ordinance is approved by a majority of those voting but not by all the members of the Board, or if the ordinance is not voted on at that meeting, it shall be considered at the next regular meeting of the Board. If it then or at any time thereafter within 100 days of its introduction receives a majority of the votes cast, a quorum being present, the ordinance is adopted.

24. Adoption of the Budget Ordinance

- (a) Any action with respect to the adoption or amendment of the budget ordinance may be taken at any regular or special meeting of the Board by a simple majority of those present and voting, a quorum being present;
- (b) No action taken with respect to the adoption or amendment of the budget ordinance need be published or is subject to any other procedure requirement governing the adoption of ordinances or resolutions by the Board.
- (c) The adoption and amendment of the budget ordinance and the levy of taxes in the budget ordinance are not subject to the revisions of any local act concerning initiative or referendum.

During the period beginning with the submission of the budget to the Board and ending with the adoption of the budget ordinance, the Board may hold any special meetings that may be necessary to complete its work on the budget ordinance. Any provisions of law concerning the call of special meetings do not apply during that period so long as (i) each member of the Board has actual notice of each special meeting called for the purpose of considering the budget, and (ii) no business other than consideration of the budget is taken up. This section does not allow the holding of closed meetings or executive sessions by the Board otherwise prohibited by law from holding such a meeting or session, and may not be construed to do so.

25. Closed Sessions

The County Attorney shall cite the North Carolina General Statutes granting authority for the Closed Session prior to going into closed session, and suggest the proper Motion to do so. The Board must vote to return to open session and then adjourn.

The Board may hold closed sessions as provided by law. It shall commence a closed session by a majority vote to do so and terminate a closed session in the same manner.

26. Quorum

The number required for a quorum shall not be affected by vacancies. If a member has withdrawn from a meeting without being excused by majority vote of the remaining members present, he/she shall be counted as present for the purposes of determining whether a quorum is present. The Board may compel the attendance of an absent member by ordering the sheriff to take the member into custody.

27. Public Hearings

Public hearings required by law or deemed advisable by the Board shall be organized by a special order, adopted by a majority vote, setting forth the subject, date, place and time of the hearing as well as any rules regarding the length of time each speak, etc. At the appointed time, the Chairman or his designee shall call the hearing to order and then preside over it. When the allotted time expires or no one who has not yet spoken wishes to do so, the Chairman or his designee shall declare the hearing ended.

28. Quorum at Public Hearings

At least five (5) members of the Board shall be required at all public hearings.

29. Minutes

Minutes shall be kept of all meetings of the Board, including Closed Sessions.

30. Effective Date

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 1999.

PITT COUNTY BOARD OF  
COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Clerk to the Board

Commissioner Shank asked to be excused from the next two meetings in April. There were no objections.

**UPON MOTION** by Commissioner Bowen, seconded by Vice Chairman Savage, the Board voted six to two to go into closed session to discuss personnel. Commissioner Owens was not present. Commissioners opposed were: Johnson and Shank.

**UPON MOTION** by Commissioner Hammond, seconded by Commissioner Savage, the Board voted unanimously to adjourn the meeting at 2:30 p.m.

Respectfully submitted,

Susan J. Banks, CMC  
Clerk to the Board