

**PITT COUNTY BOARD OF COMMISSIONERS
MINUTES FOR JULY 10, 2000**

The Pitt County Board of Commissioners met in a regular session on Monday, July 10, 2000, at 9:00 a.m. in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

Charles P. Gaskins, Chairman
David Hammond, Vice Chairman
Glenn Bowen, Commissioner
Ann Huggins, Commissioner
Thomas H. Johnson, Commissioner
Mark W. Owens, Jr., Commissioner
M. Theresa Shank, Commissioner
Beth B. Ward, Commissioner

Commissioners absent:

Eugene James, Commissioner

Others present were:

Thomas B. Robinson, County Manager
JoAnne Burgdorff, County Attorney
Susan J. Banks, Clerk to the Board
Melonie Bryan, Director of Financial Services
Arlen Holt, Public Information Officer

CALL TO ORDER and welcome by Chairman Gaskins.

The invocation was provided by Vice Chairman Hammond.

The pledge was led by Commissioner Johnson.

APPROVAL OF AGENDA – Chairman Gaskins

Mr. Robinson stated the County Attorney had requested a closed session on a personnel matter be added to the agenda.

UPON MOTION by Vice Chairman Hammond, seconded by Commissioner Ward, the Board voted unanimously to approve the agenda as amended.

APPROVAL OF MINUTES – Chairman Gaskins

1. June 12, 2000
2. June 12, 2000 Public Hearing
3. June 13, 2000

UPON MOTION by Vice Chairman Hammond, seconded by Commissioner Bowen, the Board voted unanimously to approve the minutes of the June 12, 2000, 9:00 a.m., June 12, 2000, 7:00 p.m., and June 13, 2000, 9:00 a.m.

PUBLIC ADDRESSES TO THE BOARD

Vice Chairman Hammond reminded the citizens that this time is a privilege for the public and would like to request that speakers refrain from character assignments on anyone.

- Kathy Kier – spoke about concerns with the Farmers Market. She said that James Heath, the Manager of the Farmers Market approved the color of the picnic tables she painted and they also knew of the landscape projects she installed. She said the water coolers and picnic tables were donated by local retailers. Ms. Kier stated that Mitch Smith denied knowledge of the landscaping but had previously given her a letter acknowledging the donations for her taxes. She found discrepancies in travel vouchers. She said that there were budget expenditures for items never seen at the Farmers Market. She said there were charges paid in cash, check or currency for payment of fees. She said that Mr. Heath charged her with stomping on a receipt and swearing at him. She said she has never cursed anyone in authority. She said the Lord told her nine months ahead of time about the hurricane. She said God will pour out his wrath on this matter.

Vice Chairman Hammond stated that Commissioner James was not present.

UPON MOTION by Commissioner Bowen, seconded by Vice Chairman Hammond, the Board voted unanimously to grant Commissioner James an excused absence.

PUBLIC HEARING ON LAW ENFORCEMENT BLOCK GRANT – Ward Parker

Mr. Robinson stated that there were two law enforcement grants that had been applied for and prior to spending the funds a public hearing must be held. Mr. Ward Parker commented on the grants and stated that the local share is 10% or approximately \$11,000. The first grant is for \$59,627 which includes \$5,963 of local match. The second grant is for \$58,029 which includes \$5,803 of local match. He stated the Advisory Board met on these grants on June 29 . The intent of the grants is for purchasing additional patrol cars.

The Chairman opened the public hearing. No one came forward to speak. Vice Chairman Hammond motioned, Commissioner Huggins seconded to close the public hearing. The motion passed unanimously.

ITEMS FOR REPORT

Manager's Report – Tom Robinson

- a. Pitt County Employees won two Ketner Productivity/Innovation Awards - Mr. Robinson informed the Board that the County has received two awards for productivity enhancements. The winning teams will receive \$1,000 for each award. Ms. Burgdorff explained that her department started and operated a contractors registration program to help assure creditability of contractors for Pitt County citizens who were doing rehab and repairs of flood damaged structures. Two employees worked diligently to operate the program. They believe it has been beneficial to the citizens of Pitt County. Mr. Robinson said that they tried to get the State to do this program but they did not follow through with any efforts. The other award was presented to a joint effort between Finance, Management Information Systems and Social Services employees. Ms. Bryan explained that a database for a check writing system for Governor's Flood Relief money was created and there was availability of this information at off-site locations which sped up the processing for the flood victims. Ms. Bryan said the three departments will share the award. The winning employees will be featured at the NC Association of County Commissioners annual conference in Durham in August.
- b. Introduce New Human Resources Assistant Wendy Butler - Ms. Florida Hardy introduced Ms. Butler. Ms. Butler stated she would be answering the Pitt County Government phone line and the Human Resources phone line and any other duties as assigned.

- c. Woodridge Acreage Fees - Mr. Robinson said that he and Mr. Dickerson worked with the City of Greenville and Greenville Utilities to get sewer to an individual subdivision. Due to this extension, it opened up a much larger area for development where the soils were marginal. The County will receive money through acreage fees. He stated he got a call from Mack Greene, Director of Greenville Utilities stating that this project would generate over \$575,000 in acreage fees and the County would receive one-half of those fees. Mr. Robinson recommended that the County put these funds in a development fund for water and sewer that would help the County proceed with smart growth. He stated he was very pleased to make this announcement.
- d. Other matters as needed - Mr. Robinson said that a public hearing needs to be held at the next meeting for Rural Operating Assistance Funds which are allocated for transportation of the elderly and disabled population. He stated this would be added to the next agenda if there was no opposition from the Board. There was no opposition.
- e. Mr. Robinson asked if the Board was ready to identify when they would like to hold their joint meeting with Pitt Community College Board of Trustees. He suggested the first week in August. Commissioner Shank suggested Wednesday, August 2, 2000.

Commissioner Shank motioned to meet on August 2, 2000, at 8:30 a.m. at the Community College. Chairman Gaskins stated there was no opposition to this date so the Manager could move forward with scheduling this meeting with the Community College Board of Trustees.

Mr. Robinson stated he would like to be excused from the second Board meeting in August so he could attend a conference with his wife. He asked for permission to miss the second meeting.

UPON MOTION by Commissioner Bowen, seconded by Commissioner Ward, the Board voted unanimously to excuse the Manager from the August 21st Board meeting.

Level III Inspections Qualifications obtained by Mr. Billy Grizzard – Phil Dickerson

Mr. Dickerson stated that Mr. Billy Grizzard has just completed his Level III Inspections Qualifications which qualifies him to do all the required inspections for a facility. Mr. Dickerson said that this means he can perform all inspections in all four fields. He stated that three out of five inspectors in Pitt County have now become qualified as Level III Inspectors. The Board praised Mr. Grizzard on his accomplishment as a Level III Inspector.

Solid Waste Mechanics Rodeo – Phil Dickerson

Mr. Dickerson informed the Board that Sammy Smith or “Mousey,” is one of the best mechanics in the State had recently participated for the first time in the Solid Waste Mechanics Rodeo. He went to the Mechanics rodeo and his first time out he placed third in the State of North Carolina. Mr. Dickerson stated that he wanted the Board to know that they had highly qualified employees working for the County of Pitt. The Board praised Mr. Smith on his accomplishment.

Retirement of Tax Collector Floyd Little – Melonie Bryan

Ms. Bryan stated that Mr. Floyd Little, Tax Collector would retire on the 28th of July and stated his plans for traveling after his retirement. She informed the Board that his retirement reception would be held on July 24th. Mr. Little thanked the Board for the opportunity to work for Pitt County and said he feels that he leaves the Tax Collector’s Office in good standing. Mr. Robinson noted that Mr. Little took over the operations of the Tax Collector’s Office when there were many problems there and he has turned things around. He stated that the auditor had recently given the Tax Collector’s office high ratings in their procedures.

Pitt Alliance for Youth – Nancy Pierson

Ms. Nancy Pierson, Chairperson for Pitt Alliance for Youth, stated that this is a difficult time to be a young person in this day and age. She stated that there have got to be some successful solutions to the problems that kids are facing today. In April of 1997, this need became so critical that all the living Presidents called for a summit in Philadelphia and called this a priority. She said that the Alliance for Youth was formed at this time, led by General Colin Powell. She noted that some of the goals of the Alliance for Youth is for the children to have an ongoing relationship with a caring adult, a healthy start, learn marketable skills for effective education, and learn ways to give back to their community. They are provided a mentor, protector, teacher and other benefits. She said these children need to be protected from certain ways of life. Their goal is to bring together resources and volunteers more effectively to work for the children. She stated that Pitt County was one of five counties in North Carolina in 1997, to go to the Summit in Philadelphia and express what the problems are for youth. Pitt County accepted the challenge to be one of the first counties to move forward in this effort. North Carolina has also been one of the leading states. Pitt County held one of the first community summits and it has been a model for other community summits. She said that they had received commitments from other organizations. The Pitt Alliance for Youth was formed to coordinate these activities. It is a volunteer organization that is committed to providing the five resources for the kids. Ms. Pierson said they had almost 2000 kids that had a mentor but there were still lots of kids needing the resources. In the Spring of 1999, they joined with other organizations to work with kids. They started and expanded many other programs. In the fall of 1999, there was a set back caused by Hurricane Floyd. They contacted other national agencies trying to identify what would be needed to help the children deal with their losses from Hurricane Floyd. The goal has been met and exceeded. They still hope to continue the America for Hope for all the Pitt County kids. This is a great opportunity to be part of this national campaign because there are so many benefits. Three new goals for this program are to develop a network between agencies, increase awareness, and mobilize community resources.

She said they are working to fund a part time staff person, they want to institute some structure, and start holding quarterly meeting. She said they would like to start a regular summit in Pitt County. She said they want this to be a community of promise for North Carolina. She asked that this Board to continue its support of their program. Chairman Gaskins thanks Ms. Pierson for her hard work.

Commissioner Huggins commended Ms. Pierson on the work the Pitt Alliance for Youth was doing and motioned for the Board to continue to endorse this program. Vice Chairman Hammond said that Colin Powell said that there would be less need for prisons because of this program and he seconded the motion. The motion passed unanimously.

Commissioner Bowen said that he wanted to motion that the Board change its policy about public addresses and allow Ms. Barbara Fenner three minutes to speak at this time. The motion died for lack of a second.

Progress by Water and Sewer Planning Committee – Gary McGill

Mr. Gary McGill, consultant on the Water and Sewer Planning Committee, said that this has become a very positive process and there has been good progress through communication and leadership. The process was much more comprehensive than originally planned. Two major issues needing to be addressed are the Neuse and Tar-Pamlico River rules and the groundwater rules. He said this had been a time of sharing of strategies. The Land use planning and a financial partner was Pitt County's role in this process. All of the water companies are butting up to each other and no one can go forward. He stated that the sewer lines are dramatically different because there is a lack of service with sewer. He stated the fifteen-member committee has representatives from each of the service providers. This committee has

met thirteen times since last year's report. They formalized an interlocal agreement and proposed a water and sewer board be created. He said he has used the expertise of Mr. Jake Wicker with the Institute of Government at the University of Chapel Hill.

Some of the concerns were:

- Water capacity use area imposed on Pitt County
- Annexation - water served by others
- Ability to fund needed improvements, still working on agreements
- Urbanized Transition areas - critical areas that are not in a municipality
- Wastewater treatment capacity
- sewer service to unserved areas

Some of their accomplishments were:

- Water Resource Management Plan
- Transition area agreement
- Unserved areas of service
- And others

Mr. McGill spoke about the rules of the water capacity use area. Pitt County is in a fifteen county area that is in the same situation. Pitt County is looking at the issues much quicker than the other counties. Water levels are falling faster in Pitt County.

There is a potential of 75% reduction in groundwater usage in the next twenty-five years based on new rules. This is the most important issue in this process. He stated that there must be a way to deal with the reduction in water and they are searching for the answer.

Dr. Richard Spruill and Mr. McGill are working on these issues and this will not be complete until 2001. They are trying to stay ahead of this rule. He is looking for alternate supplies and innovative processes to deal with this situation. There is no way to transmit large portions of water for long periods of time. There will be more interactive financing with everything that they need to do. The group has worked on extraterritorial jurisdiction areas. A draft agreement was drafted which explains annexation and compensation and they are looking at a financial model for the transition areas. The compensation of the water companies is being reviewed for recommendations. He stated that when this agreement is in place, water and sewer service will go into some of these areas that need service. Southwest area is a good test area and the county will be involved in all of the agreements. This allows for planning for schools, roads, land use controls and plan for expansion areas.

Mr. McGill stated that it has become more of a process than intended in the beginning and this process must be interactive. Capacity use area and limited groundwater supplies are concerns. There are concrete planning issues and implementation issues. The results of their meetings are a Water Resource Plan, System Interconnection Plan, Urban Transition Area Plan, Ancillary Areas for Sewer, Infrastructure Coordination, Economic Development and Land Use Element. Commissioner Bowen said he had heard most of this information at a Global Transpark meeting. Mr. McGill said they are not getting down to the details that this group is having to do in order to make progress in the Pitt County issues. Commissioner Shank said she is feeling a little better today after hearing this report but would like to know a completion date. She stated that Greenville Utilities has studied this also. Mr. McGill said he is hopeful that the water resource plan will be completed in six to nine months. He stated that the committee is working on the plans for the transition and he could not guess on this timeframe. He said Greenville is included in the group and they are using their study as information. Commissioner Ward commented on how the eight agencies are working together and she is glad to see some progress being made. She asked that a report be made to the Board on each of the concrete steps accomplished in this process. Mr. McGill said some of the meetings have been

discouraging but they keep coming back and they are moving forward. Commissioner Owens commended the group and Mr. McGill on their report and progress.

High School Construction Project Schedule – Melonie Bryan

Ms. Bryan updated the Board on the construction of the new high school. She provided the Board with a tentative financing schedule, Certificates of Participation, Series 2000-B, for the high school to be built on Forlines Road. Bids are due in this month. Site preparation has begun. This project is funded with schools sales tax dollars, not county funds. They are behind due to the flooding. She stated that on the 27th of June they opened bids for the parking entrance and exit at Belvoir school. When school starts back those improvements should be in place.

Chairman Gaskins called for a short break at 10:20 a.m.

Chairman Gaskins called the meeting back to order.

Housing Programs Update – James Rhodes

Mr. James Rhodes gave the Board an update on the Housing Programs. He stated that Sue Jenkins, Department of Commerce and Sherriann Brown, South Lee Street Housing Program were present.

Mr. Rhodes stated that the award was for \$16.2 million awarded on June 27th and the next hurdle is the grant agreement. The State will package the agreement. Tentative dates are set for a closing which is planned for the first week in August. Once the agreement is complete, they will write the homeowners and notify them of an instructional meeting. This includes the 179 properties in Phase I. In Phase 2, there are 19 properties, and a \$1.5 million allocation.

State Acquisition Relocation Program money was awarded in March. They are waiting for the funds from the buy-out program before this money can be utilized. A couple in Farmville will be relocated to Winterville through this program. Mr. Rhodes presented a map showing some of the homes in the Belvoir area and the Stokes Road area. The Repair and Rehabilitation Funds were awarded on May 22 with 82 properties that may qualify under this program. They must be homeowners, and meet the income criteria as well as other requirements. Two homes are going out for bid at 1:00 p.m. today and there is a bid opening on July 20th. Vice Chairman Hammond asked about the money that was allocated in March. Mr. Rhodes said they can draw down the money. The Replacement Housing Grant was for \$5.1 million. Pitt County was the first in the State that was awarded funds in the Replacement Housing Program. They are using funds from the State and are within one week of the closing date. It hopefully will be completed within the next week or two. Mr. and Mrs. Bullock were the first recipients of these funds. Ms. Bryan has been handling the requisitions to the State. A lot of the homes on NC Highway 33 were not in the flood plain and did not qualify for buy-out program but may qualify for one of these other programs. The Building Inspection Services program has a total allotment of \$28.1 million for Pitt County.

Ms. Susan Jenkins, Department of Commerce and Sherriann Brown, South Lee Street Ayden Housing Program were introduced by Mr. Rhodes.

Ms. Jenkins stated that the Department of Commerce withdrew the contract with West Greenville Development Corporation which was for providing the housing counselors in the Recovery Operations Center. Ms. Sherriann Brown was awarded the contract and she has counselors in place and ready to go to work. There is some administrative money provided in this program for one position which could fund the receptionist position in the Recovery Operations Center, and this will save the County some money. Ms. Jenkins stated that the

Department of Commerce expects this to be a smooth transition. Ms. Jenkins said this was a personnel issue and she would not discuss the details.

Ms. Brown said they have assigned one counselor to the Recovery Operations Center and will be working to make the transition as smooth as possible. They do not have the files in hand yet from the West Greenville Development Corporation. Ms. Brown said they have been working in flood recovery since September or October of last year. Vice Chairman Hammond asked Ms. Brown if she would be providing employment for the counselors of West Greenville Development Corporation. She stated that she has the authority to hire and fire and she has not spoken with any of their employees. Commissioner Ward asked how many families they have worked with at the South Lee Street agency. Ms. Brown estimated that they have worked with more than 600 families.

Commissioner Bowen asked about the Bullocks. He asked if they were homeowners but were renting property where the trailer was located. Mr. Rhodes said they did own their home and they will get a lot and the home permanently attached to the property under this program. Vice Chairman Hammond asked about salary requirements. Mr. Rhodes said it is based on the number of people in the household and there are things that may be deducted which would help people to qualify, such as high medical expenses.

ITEMS FOR CONSENT

UPON MOTION by Vice Chairman Hammond, seconded by Commissioner Ward, the Board voted unanimously to approve the items for consent.

1. Educational Leave for Tony McKee of Mental Health
2. Appointment of Ralph Dalton as Animal Cruelty Investigator
3. Budget Amendments for Sheriff's Department
4. Change Orders for Debris Contracts

ITEMS FOR CONSENT

1. Educational Leave for Tony McKee in Mental Health

Tony McKee has requested educational leave to attend foundation skills in social work at East Carolina University. Mr. McKee is taking this course in order to pursue credentials for Licensed Clinical Social Work. The course is job related and will help Mr. McKee enhance and maximize uses of generative theoretical approaches with clients in the hospital day program. Mr. McKee is a part-time employee (20 hours per week) in the Partial Hospital Program.

Mr. McKee's request is consistent with our Educational Leave Policy (1 ½ for part-time) and is proper.

2. Appointment of Animal Cruelty Investigator

Ms. Deyonne Brewer, Vice-President of the Pitt County Humane Society has requested the Board to appoint Mr. Ralph Dalton as an Animal Cruelty Investigator for large animals. Mr. Dalton has already received his certification and supplied the copy to the Clerk.

3. Budget Amendments for Sheriff's Department

<u>Account No.</u>	<u>Title of Account</u>	<u>Increase</u>	<u>Decrease</u>
225602-539900	Drug Information	\$ 5,707.15	

223602-499100	Fund Balance Appropriated	5,707.15
245612-552000	DP Equipment	\$59,627.00
243612-426400	Fed Funds	\$53,664.00
243612-498501	Grant Local Match	\$ 5,963.00
243612-426400-00	Fed Funds	\$52,226.00
243612-498501-00	Grant Local Match	\$ 5,803.00
245612-55200-00	DP Equipment	\$58,029.00

4. Change Orders for Debris Contracts

Following Hurricane Floyd, we had to guess at the number of structures to be demolished as well as the amount of debris to be handled. Unit prices are a part of the contract and there is no requested change in the prices per unit. However, there are more structures and more debris that we originally guessed. This results in more total cost.

	<u>ORIGINAL TOTAL</u>	<u>TOTAL WITH CHANGE ORDER</u>
CONTRACT I	\$ 747,000	\$ 997,000
CONTRACT II	746,100	1,556,100
CONTRACT III	<u>615,626</u>	<u>690,626</u>
GRAND TOTAL	\$2,108,726	\$3,243,726

The total addition to the contracts is \$1,135,000. All the additional cost should be reimbursed by FEMA.

ITEMS FOR DECISION

Space Inventory of County Departments – Phil Dickerson

Mr. Robinson stated Mr. Dickerson has a proposal on how to proceed with the County Space Inventory for the Board’s approval.

Commissioner Owens said that in light of the proposal in the agenda, he **motioned**, seconded by Vice Chairman Hammond, to direct the staff to prepare a space inventory and needs assessment within 60-90 days. Commissioner Ward said that when the budget was approved, the animal shelter and overcrowding in Social Services, were addressed. Commissioner Ward motioned that the Board approved those two projects, seconded by Commissioner Shank. Commissioner Bowen said this item was not specifically on this agenda and would like to wait until the next meeting to address this item.

Commissioner Ward restated her substitute motion to move forward with construction of the Animal Shelter and the Administrative Building to alleviate the crowding in Social Services, and was seconded by Commissioner Shank. Commissioner Bowen disagreed with adding this item.

Commissioner Owens said that because the Board approved these projects in the budget, it did not mean the funds have been approved for appropriation. Commissioner Ward said she agreed, but the Board has heard about the space needs and the Board members have visited the Animal Shelter. She was in favor of the space inventory for the other areas but these two space needs have been presented before and approved. Vice Chairman Hammond noted that he was not in favor of allocating money for the Animal Shelter as long as the County has citizens living in temporary trailers. He was in favor of waiting for the space inventory prior to moving forward. Commissioner Huggins spoke in favor of moving forward with the Administration Building to alleviate the space needs of the Social Services. She stated further that the Board heard the needs of each department during the budget session. Commissioner

Bowen called for the question. Commissioner Shank said it would not be responsible for the Board to keep putting this on the back burner. Vice Chairman Hammond asked if the Phase I of the Courthouse had been completed. Mr. Dickerson said there are small adjustments being made but the construction is complete. Vice Chairman Hammond asked for the Manager's comments. Mr. Robinson said that the Animal Shelter and the Administration Building had been budgeted and he was just stating that there are other projects that the Board may want to do that are not allocated.

Chairman Gaskins called for a vote on moving forward with the space inventory. The motion for the space inventory was approved unanimously.

Commissioner Ward restated her motion to proceed with the construction of the Animal Shelter and the Administration Building. The motion failed with a four to four vote. The following commissioners voted in favor of the motion: Commissioner Johnson, Commissioner Shank, Commissioner Ward, and Commissioner Huggins. Opposed were: Vice Chairman Hammond, Commissioner Owens, Chairman Gaskins, and Commissioner Bowen.

Mr. Dickerson stated that his staff agreed to do the design work at the Animal Shelter and he asked for further direction. He asked if he should continue with the design of the Animal Shelter or hold off on the project.

Commissioner Ward motioned for staff to continue the design work on the Animal Shelter. Commissioner Shank seconded the motion. The motion passed with a six to two vote. Commissioner Owens and Vice Chairman Hammond opposed the motion.

Juvenile Crime Prevention Council Budget Allocation – Brian Stewart

Mr. Bryan presented recommendations from the Pitt County Juvenile Crime Prevention Council for the remainder of the funding as follows:

Alternative Education	\$22,169
Power of One	\$32,888
Teen Court	\$31,000
Home Based Services Program – GHA	\$33,335
Total	\$119,392

UPON MOTION by Commissioner Owens, seconded by Vice Chairman Hammond, the Board voted unanimously to approve the recommendation for funding by the Pitt County Juvenile Crime Prevention Council. Commissioner Ward said this Council makes recommendations for appropriation of these funds from the State and there are no County funds involved.

Technical Consultant – Disaster Response Policies – Melonie Bryan/Tom Robinson

Mr. Robinson said that Mr. Jeff Shaw, who worked as a consultant helping the County with documentation for reimbursements from FEMA, has recommended that the County adopt some consistent policies on how to handle the expenditures and reimbursement in a future storm or disaster such as Hurricane Floyd. Ms. Bryan stated that Mr. Jeff Shaw has offered to come in and write a comprehensive plan to help with costs recovery in Pitt County during disasters. Ms. Bryan stated that the policy is for all disaster response situations. The fee requested would have a not to exceed limit of \$23,500 which could be covered within the administrative allowance. Commissioner Owens asked if FEMA provides these policies. Ms. Bryan stated that FEMA does not provide the policies.

UPON MOTION by Commissioner Owens, seconded by Commissioner Ward, the Board voted unanimously to approve an agreement with Jeff Shaw to write a comprehensive plan for costs recovery during disasters with a not to exceed amount of \$15,000. He stated that staff could return to the Board if additional funds need to be requested

Approve Courthouse Plaque – Phil Dickerson

Mr. Robinson stated that Mr. Dickerson has a recommendation from the committee on a plaque for the Phase I of the Courthouse construction. Mr. Dickerson stated that Judge Gwyn Hilburn and District Attorney Clark Everett were on the committee. The staff recommendation is for the plaque to show all the County Commissioners in office during the time of financing and construction along with the Architect and General Contractor.

UPON MOTION by Commissioner Ward, seconded by Vice Chairman Hammond, the Board voted seven to one to accept the staff recommendation to show all the County Commissioners in office during the time of financing and construction along with the Architect and General Contractor. Commissioner Owens opposed the motion. Commissioner James was absent.

**PITT COUNTY COURTHOUSE ADDITION
CONSTRUCTION AD 1997-1999**

PITT COUNTY BOARD OF COMMISSIONERS

GLENN BOWEN

ED B. BRIGHT

KENNETH P. DEWS

CHARLES P. GASKINS

DAVID HAMMOND

EUGENE JAMES

THOMAS H. JOHNSON, SR.

FARNEY M. MOORE

MARK W. OWENS, JR.

JEFFREY E. SAVAGE

M. THERESA SHANK

BETH B. WARD

EDITH D. WARREN

**ARCHITECTS
THE EAST GROUP
GREENVILLE, N. C.**

**GENERAL CONTRACTOR
T. A. LOVING CO.
GOLDSBORO, N. C.**

Dispatch of City of Greenville's Fire and Rescue Calls by the Pitt County 911 Emergency Dispatch Center – John Bulow/Nate Caddy/Sam Tyson

Mr. Robinson said the City of Greenville had requested that Pitt County 9-1-1 Communications Center take over complete dispatching of emergency calls for the City of Greenville Police and Fire/Rescue Services. Mr. Bulow explained that the current process which

is that the County take the call and then the calls are relayed over to the City of Greenville. They have proposed a one-year agreement with an option to extend the agreement on a year to year basis and it allows 90 days to get out of the agreement. Chief Spell, Fire Chief from Greenville and Nate Caddy, 911 Coordinator were present to address questions. Mr. Caddy said no additional personnel would be needed to perform this additional service at this time. The City of Greenville would be put in the same position as other municipalities. Chief Spell said it would be beneficial for them if the County would do the complete dispatch.

UPON MOTION by Commissioner Owens, seconded by Vice Chairman Hammond, the Board voted unanimously to approve the interlocal agreement with an implementation date of August 1, 2000.

**NORTH CAROLINA
PITT COUNTY**

**INTERLOCAL
AGREEMENT**

THIS AGREEMENT, made and entered into this the 10th day of July, 2000, by and between the City of Greenville, a municipal corporation organized and existing pursuant to the laws of the State of North Carolina, Party of the First Part and hereinafter referred to as the CITY and Pitt County, a political subdivision of the State of North Carolina established and operating pursuant to the laws of the State of North Carolina, Party of the Second Part and hereinafter referred to as the COUNTY;

WITNESSETH:

WHEREAS, the CITY and the COUNTY, pursuant to the provisions of Article 14 of Chapter 160A and Article 11 of Chapter 153 of the North Carolina General Statutes, are authorized to provide fire protection services including the operation of an emergency communication system for the dispatch of personnel and equipment to provide such services; and

WHEREAS, Part 1 of Article 20 of Chapter 160A of the North Carolina General Statutes empowers the CITY and COUNTY to enter into an Interlocal Agreement in order to execute an undertaking whereby a unit of local government exercises any power, function, public enterprise, right, privilege, or immunity either jointly with or on behalf of another unit of local government;

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants, and promises contained herein, the parties hereto agree as follows:

1. Purpose. The purpose of this Agreement is to provide for a central dispatching system for all calls for fire and rescue service which require a response by the Fire/Rescue Department of the CITY.
2. County Commitment. The COUNTY shall operate and maintain an emergency communication system which receives calls for fire and rescue service within the geographic area of the

COUNTY and which dispatches the Fire/Rescue Department of the CITY to the geographic area serviced by the Fire/Rescue Department of the CITY.

3. City Commitment. The CITY shall receive the calls of dispatch for fire and rescue service from the emergency communication system of the COUNTY within the geographic area serviced by the CITY and respond, as appropriate, to the calls of dispatch in the geographic area serviced by the CITY requiring a response by the Fire/Rescue Department of the CITY. The CITY shall provide the facilities, equipment, and maintenance necessary to provide for the radio transmission reception media necessary for the COUNTY to provide the unique dispatch functions required by the CITY, at no cost to the COUNTY. This includes, but is not limited to the necessary primary and secondary radio media, unique additions or modifications of the emergency communication system provided by the COUNTY, which it does not provide to any other fire/rescue service in Pitt County, and necessary remote land lines required for activation of CITY provided media, only to the extent that any of the foregoing are unique in that they are necessary in order to provide dispatch functions in addition to those dispatch functions provided by the COUNTY for any other fire and rescue service within Pitt County. The expenses incurred by the CITY must be preapproved by the CITY. The CITY shall assume all services required by this Interlocal Agreement in the event of a catastrophic loss experienced by the COUNTY of its ability to provide service for the duration of the event, see "Exhibit A" attached. The CITY shall retain ownership of all facilities and equipment provided by the CITY upon termination of the Agreement. The COUNTY shall appoint the personnel necessary to operate the emergency communication system. The COUNTY shall retain ownership of all facilities and equipment provided by the COUNTY for its emergency communication system upon the termination of this Agreement.
4. No Effect on Roll-Over Use of Dispatch Lines Agreement. The provisions of this Agreement shall not be construed to amend the provisions of the Interlocal Agreement dated June 12, 1997, relating to the roll-over use of dispatch lines, except the provision for the "seventh" in its entirety shall be interrupted to mean "required default routing call".

5. Duration. This Agreement shall be effective commencing on the date first above written and, unless terminated in accordance with the provisions of paragraph 6, shall continue in effect for an initial period of one (1) years. At the conclusion of said one (1) year period, it will automatically extend on a year to year basis until termination in accordance with the provisions of paragraph 6.
6. Termination. The CITY or the COUNTY may terminate this Agreement at any time by the provision of written notice to the other party at least ninety (90) days prior to the effective date of termination.
7. Amendment. This Agreement shall not be modified or otherwise amended except in writing signed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, in duplicate originals, as of the day and year first above written, all pursuant to authority duly granted.

CITY OF GREENVILLE

By: _____
Nancy M. Jenkins, Mayor

ATTEST:

Wanda T. Elks, City Clerk

APPROVED AS TO FORM:

David A. Holec, City Attorney

PITT COUNTY

By: _____
Charles Gaskins, Chairman

ATTEST:

Susan Banks, Clerk to the Board

APPROVED AS TO FORM:

JoAnne Burgdorff, County Attorney

PRE-AUDIT CERTIFICATION

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Bernita Demery, Director of Financial Services
City of Greenville

PRE-AUDIT CERTIFICATION

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Melonie Bryan, Finance Director
Pitt County

EXHIBIT A

What CITY Wants the 911 Center to Do

1. Maintain a state-of-the-art telecommunications center with professional leadership, well-trained dispatchers, and modern technology and equipment.
2. Maintain ability to store up-to-date maps and data. The city will provide maps and updates from time to time regarding hydrant locations, annexations, etc.
3. Activate the appropriate station and pager alert tones for response to fire and EMS calls as directed by the information that the Fire/Rescue Dept. provides. See the attachment for specific number of units for fire calls.
4. Announce unit(s) to respond, nature of incident, location, and cross street information upon initial dispatch.
5. Use "plain text" during transmissions instead of 10 codes.
6. Monitor to ensure that the appropriate units respond to the call.
7. Give out any necessary secondary information to the responding units. Example: relevant medical history, location of two nearest hydrants.
8. Monitor radio traffic during calls in case of additional requests.
9. Send faxes to EMS units or Battalion Chief's car as requested. Example: screens, maps, preplan information if supplied.
10. Contact and procure additional resources and agencies as requested by incident commander or Battalion Chief.
11. Notify fire investigator when requested.
12. Notify incoming units when a scene is unsafe and there is a need to wait until law enforcement officers "secure the scene".
13. Keep a record of pertinent times for each incident.
14. Assign and maintain a separate list of run numbers in chronological order for fire and EMS calls.
15. The city MIS will be responsible for providing a means for which report data can be transferred to our incident reporting system.
16. Initially, the city will maintain key holder information and responsibility for notifying building owners as requested when not done so by a central station company.

17. Give pre-arrival instructions to callers.
18. Advise EMS units a mode of response (routine or emergency).
19. Notify other appropriate agencies for calls that do not require GF/R response.
20. Keep up with which of our units are available, on calls, or out of service.
21. Contact the Battalion Chief on duty for direction for any problems, unusual situations, or complaints.
22. The city will maintain its current radio system including portable and stationary radios for the receipt of transmission from the 911 Center.
23. The county will not be responsible for a back-up radio system. Should the transmission media be interrupted, the entire responsibility will immediately revert back to the city.

It is a goal to be realized in a future date that the 911 dispatching center receive all fire alarms from telephone lines, direct dial-in lines, and from third party alarm companies. Along with this may come the request to maintain key holder information data.

GF/R Call Response

Single Engine

- | | |
|----------------------|------------------------|
| -service calls | -dumpster |
| -trash | -grass fire |
| -bomb threat | -smoke detector checks |
| -EMS first responder | -carbon monoxide |

Single Engine, 1 EMS unit

- | | |
|-----------|------|
| -gas leak | -MVA |
|-----------|------|

2 Engines, 2 EMS units

- structure fires and alarm activations (except in list below)
- outdoor fire threatening a structure

2 Engines, Ladder, 2 EMS units

- structure fires and alarm activations at:
 - Apartments
 - Churches
 - Commercial buildings

Battalion Chief

- structure fires and alarms
- MVA with pin-in
- Hazardous Materials involved
- 2 or more engines responding
- 3 or more EMS units responding
- Eastcare responding

*Ladder will serve as an engine in Station 1's territory

*1 engine, 1 EMS, B/C only at alarm activations at ECU dorms

*ALS engines will respond to EMS calls (emergency mode) if the first due is unavailable.

This would be all of Station 5 calls. On routine mode, it is the Captain's option.

*First engine, ladder, or B/C on scene will establish command and will use a geographic location as title, ex. Fire at 501 N. Elm St., command will be called "Elm St. Command".

COMMISSIONER REPORTS AND COMMENTS

Vice Chairman Hammond **motioned** to allow Ms. Barbara Fenner to speak. Commissioner Bowen seconded the motion. The motion failed with a two to six vote. Vice Chairman Hammond and Commissioner Bowen voted in favor of the motion.

Commissioner Bowen informed the Board of his resignation from the PCMH Board of Trustees. He said when they appointed new committees he was placed on three committees and the committee meetings conflict with the Board of Commissioners meetings. He recommended that Sarah Baldree be appointed to replace him. He said he would like to stay on as the Board's liaison.

UPON MOTION by Commissioner Owens, seconded by Commissioner Ward, and the Board voted unanimously to appoint Commissioner Bowen as the liaison representative for the Board of Commissioners on the PCMH Board of Trustees.

Commissioner Bowen nominated Ms. Baldree to fill his unexpired term. Commissioner Shank said that the Board members usually have an opportunity to review applicants and she would like for the Board to wait until the next meeting to consider this action. The remaining members agreed with Commissioner Shank and no further action was taken on this item.

CLOSED SESSION

Ms. Burgdorff stated that the Board needed to go into closed session pursuant to N.C.G.S. 143-318.11(a)(1), (3) and (6) for a report and consultation with the Board's attorney on a personnel matter. Commissioner Bowen asked to also include the General Statute that denotes consulting with the Attorney. Ms. Burgdorff stated that was covered in the statutes she had reviewed.

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

UPON MOTION by Commissioner Owens, seconded by Commissioner Ward, the Board voted unanimously to return to open session.

ADJOURN

UPON MOTION by Vice Chairman Hammond, seconded by Commissioner Bowen, the Board voted unanimously to adjourn the meeting at 11:45 a.m.

Respectfully submitted,

Susan J. Banks, CMC
Clerk to the Board