

**PITT COUNTY BOARD OF COMMISSIONERS
MINUTES FOR DECEMBER 4, 2000**

The Pitt County Board of Commissioners met in a regular session meeting on Monday, December 4, 2000 at 12:00 p.m. in the Commissioners' Auditorium, Pitt County Office Building, Greenville, North Carolina. The meeting was delayed from 9:00 a.m. until 12:00 p.m. because of adverse weather conditions.

Charles P. Gaskins, Chairman
David Hammond, Vice Chairman
Glenn Bowen, Commissioner
Ann Huggins, Commissioner (absent)
Eugene James, 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 T. Bryan, Director of Financial Services

CALL TO ORDER – Chairman Gaskins.

INVOCATION

Prayer was offered by Randy Royal.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Johnson.

APPROVAL OF AGENDA

Mr. Robinson noted that a closed session needs to be added to the agenda.

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

APPROVAL OF MINUTES – November 15 and 20, 2000

UPON MOTION by Vice Chairman Hammond, seconded by Commissioner James, the Board voted unanimously to approve the minutes of November 15 and 20, 2000 Board meetings as presented.

ADOPTION AND PRESENTATION OF RESOLUTIONS OF APPRECIATION

A video tape that was prepared earlier by Eastern Carolina Vocational Center honoring Chairman Gaskins was shown for the Board and the public. The following resolution was presented to Chairman Gaskins by Vice Chairman Hammond.

UPON MOTION by Commissioner Ward, seconded by Commissioner Shank, the Board voted unanimously to approve the resolution of appreciation for Charles P. Gaskins, Sr.

OFFICE OF THE PITT COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF APPRECIATION

HONORING

Charles P. Gaskins

THAT WHEREAS, Charles P. Gaskins has faithfully and honorably served the people of Pitt County, North Carolina as the exofficio Clerk to the Board and Register of Deeds from July 1947 until December 1950 and as a County Commissioner from June 1967 until December 2000, recording one of the longest tenures as a County Commissioner in the history of North Carolina; and,

WHEREAS, Charles P. Gaskins has provided outstanding leadership by serving as Chairman of the Board on six occasions during his thirty-three years as a Pitt County Commissioner; and,

WHEREAS, Charles P. Gaskins worked diligently throughout his career to foster the best interests of Pitt County, to improve the quality of life for Pitt County citizens, to maintain a reasonable tax rate, to promote fairness and openness in local government, and to consistently take a common sense approach to decision-making; and,

WHEREAS, Charles P. Gaskins consistently supported the development of Pitt County, including the evolution of Pitt County Memorial Hospital from a small, local clinic to a large, regional medical center, the development of a quality education system ranging from public schools through the university level, the recruitment and retention of a diverse industrial base, the establishment of several corporate parks throughout the county, the strengthening of solid waste management programs, the addition of a materials recovery facility at the Eastern Carolina Vocational Center, and the design and construction of a new county government complex north of the Tar River; and,

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners hereby commends Mr. Charles P. Gaskins for providing exemplary commitment to the improvement of our community and for serving the needs of the citizens of Pitt County as an effective, elected official for thirty-three years.

ADOPTED this day, the fourth day of December 2000.

Glenn Bowen

David Hammond

Ann Huggins

Eugene James

Tom Johnson

Mark W. Owens, Jr.

M. Theresa Shank

Beth Ward

ATTEST:

Susan J. Banks, Clerk

UPON MOTION by Commissioner James, seconded by Commissioner Ward, the Board voted unanimously to approve the resolution for Ann Huggins.

RESOLUTION OF APPRECIATION

HONORING

Ann Huggins

THAT WHEREAS, Ann Huggins is the first woman of African-American descent to serve as a Pitt County Commissioner in the 240-year history of the County of Pitt; and,

WHEREAS, Ann Huggins provided outstanding representation for the citizens of Pitt County's Election Districts 1 & 2 during a difficult time in the history of the county, making important, thoughtful decisions in the aftermath of Hurricane Floyd, accurately analyzing an extensive annual budget process, and encouraging the signing of the Pitt County Education Compact; and,

WHEREAS, Ann Huggins served as the County's representative on the Martin Community Action Board and on the Pitt County Department of Social Services Board; and,

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners does hereby commend Ann Huggins for her conscientious and enthusiastic service to the citizens of Pitt County during her term as Commissioner.

ADOPTED this day, the fourth day of December 2000.

Charles P. Gaskins, Chairman

David Hammond, Vice Chairman

Glenn Bowen

Eugene James

Tom Johnson

Mark W. Owens, Jr.

M. Theresa Shank.

Beth Ward

ATTEST:

Susan J. Banks, Clerk

A short reception honoring the outgoing and in coming commissioners.

RECONVENE MEETING – Vice Chairman Hammond presiding

Vice Chairman Hammond called the meeting back to order. He stated that the next item of business was the swearing in of the new and re-elected commissioners.

OATH OF OFFICE FOR NEW COMMISSIONERS

Randy Royal, Commissioner District A, was sworn into the Office of County Commissioner by Judge Jim Martin and attested by Susan Banks. Tom Coulson, Commissioner District B, and Beth Baker Ward, Commissioner District C, were sworn into the Office of County Commissioner by Susan J. Banks, Clerk to the Board.

ELECTION OF NEW OFFICERS – County Attorney presiding

Election of Chairman

Ms. JoAnne Burgdorff stated that she would accept nominations for the Office of Chairman of the Board of Commissioners at this time. Commissioner Bowen asked Ms. Burgdorff to explain the duties of the Chairman. She cited the role of Chairman from the Rules of Procedure. She then opened the floor for nominations. Commissioner James nominated Vice Chairman Hammond. There were no further nominations. Nominations were closed. Ms. Burgdorff called for a vote on David Hammond as Chairman of the Board of Commissioners. The vote was unanimous.

Election of Vice Chairman

Ms. Burgdorff called for nominations for the Office of Vice Chairman of the Board of Commissioners. Commissioner Ward nominated Commissioner Shank. Commissioner James nominated Commissioner Bowen. Nominations were closed. Ms. Burgdorff then called for a vote on the Vice Chairman nominations. Votes for Commissioner Bowen were from Commissioner Bowen, Commissioner Royal, Commissioner James, Commissioner Coulson, and Chairman Hammond. Votes for Commissioner Shank were from Commissioner Johnson, Commissioner Ward, Commissioner Owens, and Commissioner Shank.

A five-minute break was held for change in seating arrangement.

Chairman Hammond reconvened the meeting.

PUBLIC ADDRESSES TO THE BOARD

Chairman Hammond stated that no one had signed up to speak.

ITEMS FOR REPORT

Manager's Report – Tom Robinson

Mr. Robinson reported the following:

- a. Transportation Improvement Plan Public Hearing will be held on December 12 at 2:00 p.m. at Pitt Community College.
- b. On December 15th a retirement reception for Charles Gaskins will be held from 4:00 p.m. to 6:00 p.m. in the Auditorium of the Agricultural Building.
- c. Wireless 9-1-1 PSAP Phase 1 Status Report by Nate Caddy

Nate Caddy, 9-1-1 Coordinator, gave a brief report on the Wireless 9-1-1 PSAP which is a new State initiative. Cell phone services now provide 9-1-1 services. All phone providers can provide emergency services with the tower that the person's cell phone is generating from now and it will give some idea of where the person is located. This is Phase One. The State decided to charge \$.80 per month for each cell phone and provide this funding to the cell carrier so they can provide this service. The County's recognition was certified by the State last Friday. The County will receive at least \$9,000 up to \$15,000 a month for this service. Phase One will be implemented within three or four months from now. Phase Two will be implemented approximately one year later and will provide the phone number of the caller and plus or minus 400 square feet of where the individual is located for emergency services.

Report from ABC Board – Joan Respass/Charles Waller

Mr. Robinson said that he had previously sent the ABC Office audit report to the Board of Commissioners. He said the Board had been made aware of a new facility that the ABC Board was planning to open in Pitt County. Charles Waller, ABC Board Chairman, and Joan

Respass, Executive Director of the ABC Office, were present to report on the state of finances and the new store.

Mr. Waller congratulated the new and re-elected commissioners. He stated that the new store is to be located in the Treetops Commercial Center. Sales for the nine stores was over \$8 million for the year with an increase of over \$700,000. This was the largest annual increase experienced by the ABC Board with over \$2million in gross profit and a net profit over \$800,000. They also had an increase in operating expenses. Pitt County's ABC operations were in the top fifteen programs statewide for profitability. There was a contribution of \$650,000 to the Pitt County General Fund, as well as funds for alcohol rehabilitation and the Detox Program. There was over \$2 million in retained earnings.

For several years, residents in the southeastern part of Pitt County have petitioned the ABC Board for a store in their area. They were approached by the Property Manager of Treetops Commercial Center. A lease has been signed with Treetops Commercial Center and they figured that \$40,000 will provide security, shelving, and other facility needs to put the store in operation. The ABC Board expects occupancy to be in January 2001. If this location proves to be profitable, they will return to the Board of Commissioners and request use of capital funds for building a facility in this area.

Mr. Waller stated that sales are up and they cannot continue this kind of growth without warehouse space. They have expansion capability on the current site.

Commissioner James asked for a copy of the ABC operations budget. Mr. Waller said the State Commission says they do not have to operate with a budget. Commissioner James said that the County could use an increase in the \$650,000 for the County general fund since the ABC stores are making such a profit. Mr. Waller said that when the funds are available they will let the Board know. Mr. Waller provided some comparable counties and their contributions. Commissioner James said Pitt County should get whatever they can from the ABC profits. Commissioner James said he was concerned about getting phone calls about a new store when the Commissioners have not been informed about the new store and it is the local ABC Board's job to keep them informed. Commissioner Owens thanked Mr. Waller and the staff and commended them for the profit that they are generating for Pitt County. Commissioner James said he wants a line item budget. Commissioner Shank said that since there is no budget she would like some additional information on how the funds are spent. Mr. Waller stated that in 1997, the ABC Board gave the County an additional \$250,000 for a project. Commissioner Johnson said the Board would like an annual report.

Commissioner Coulson asked about the increases and if the increase is due to price increases or increase in consumption. Ms. Respass said that they are not keeping up with it in that way so she could not make a definite determination. She also stated that consumers are buying higher quality alcohol. In response to concerns about the ABC store in Grimesland, Mr. Waller said as long as the store is not in the red then they are providing a service by having a store located conveniently for the residents. Commissioner Ward said she supports the ABC Board providing an annual report and for them to come before the Board once per year. Commissioner Bowen asked about the ABC Board compensation and Ms. Respass salary. They receive \$200 for the Chairman monthly and \$150 monthly for each board member and Hospitalization. Commissioner Bowen asked about Ms. Respass salary. Ms. Respass stated her salary is around \$52,000.

Commissioner Ward **motioned** for the ABC Board to provide an oral and written annual report as well as a financial report. Commissioner James asked for a budget. Commissioner Bowen asked Commissioner Ward to add when the report would be due. Commissioner Ward suggested December would be a good time for the report. Mr. Waller stated the first of October would be good. Commissioner Royal seconded the motion. The vote was eight to one with Commissioner Owens opposing the motion.

Land Use Planning Efforts – James Rhodes

- ? Northwest Planning Area – Mr. Rhodes stated that on December 14th a Public Hearing will be held at 7:00 p.m. at the Agricultural Building where they will talk about the northwest corridor and the Belvoir Area. Notices have been mailed out to property owners. Commissioners should have received land use plan and a zoning proposal which includes twenty-year projections. This would be the first area that would have zoning. He presented a map of the Land Use Plan which shows the floodplain, developments, and transition areas with some growth in the next several years. A zoning map was also presented. Staff is not recommending any dense populations or development in areas prone to flooding. On December 14th a staff report will be given.

- ? NC 11 North Corridor Planning Area - Mr. Rhodes said this area is about seven and a half miles long. This committee has worked for two years on this project and they finally have a favorable recommendation and wish to move forward. Other boards such as Bethel and Greenville will be involved. It will be January or February before a report is brought back to the Board of Commissioners. He presented the land use plan and a zoning ordinance map. This is a very simplistic proposal. Commissioner James said that the new elementary school is in this area and many doublewides have been put around it. The landowners are concerned because in twenty years there will be a heavy concentration of trailers in this area. In the proposed zoning ordinance, there is a procedure for large trailer parks.

ITEMS FOR CONSENT

Mr. Robinson read the consent items.

UPON MOTION by Commissioner James, seconded by Commissioner Ward, the Board voted unanimously to approve the consent items.

Commissioner Owens questioned the Resolution of Authorized Representatives. Ms. Bryan explained that this the County’s process to allow the County to accept a bid from First Union for investment purposes.

- 1. Health Department Budget Amendment - \$250.00

\$250.00 – Administration – The Association for Retarded Citizens of Pitt County has awarded the PCHD \$250.00 on the behalf of a flood-affected family to help with household items.

<u>Account No.</u>	<u>Title of Account</u>	<u>Increase</u>	<u>Decrease</u>
153110-484000	Contributions & Donations	250.00	
155110-529901	Contributions & Donations	250.00	

- 2. Approval of Uncollectible accounts for the Health Department - \$78,494.21

As of June 3, 2000, bad debt write-off for the Pitt County Health Department amounts to \$78,494.21. Bad debt is defined as accounts which are inactive for a period of two years. Due to Hurricane Floyd, bad debt write-off did not occur last year; therefore, this amount represents two years of accumulated bad debt. In compliance with county policy, our Board of Health approved this write-off at their October 24th meeting.

- 3. Resolution of Authorized Representative – First Union

As indicated from the Board in the past, the County’s Financial Services staff still actively invests the general portion of the County’s fund balance. We use permitted investments as defined by North Carolina General Statutes and price our investment items through several banking institutions. Recently, we have been receiving very favorable rates and maturities from First Union and therefore, would like to establish a relationship with that bank.

The attached resolution defines which staff members have the authority to transact investment

options on behalf of the County. This is the same type of resolution already in place with First Citizens, Wachovia and Bank of America.

COUNTY OF PITT, NORTH CAROLINA

CERTIFICATE CONCERNING AUTHORIZED REPRESENTATIVES

I, Susan J. Banks, do hereby certify that I have been duly appointed as Clerk to the Board of Commissioners of the County of Pitt, North Carolina and that as such, I am authorized to execute this certificate on behalf of the County.

I do hereby further certify that we have appointed each of the persons whose signatures appear below to serve as an Authorized Representative to transact business on behalf of the County with First Union National Bank.

Melonie T. Bryan
Director of Financial Services

Desiree C. Bowling
Financial Services Manager

Thomas B. Robinson
County Manager

Witness my hand this the 4th day of December, 2000.

Susan J. Banks, Clerk to the Board
Pitt County Board of Commissioners

ITEMS FOR DECISION

Resolution Commending the Legislative Agenda of the Global Transpark Development Commission and Requesting Enactment by the 2001 North Carolina General Assembly – Ed Bright

Dr. Bright said this is a resolution of support for changes in the legislation that guides the Global TransPark. It is a request for support that makes this region more compatible with the other economic development zones.

He reviewed the following resolution. He explained each change. He said this is being presented to all thirteen counties. Five counties have already approved the resolution. Mr. John Chaffee stated the support from the Development Commission for the proposed resolution. Commissioner James brought up the funds for roads in the GTP area. Commissioner Bowen said this all was discussed at a workshop and these items should have been done before now.

UPON MOTION by Commissioner Bowen, seconded by Commissioner Ward, the Board voted unanimously to approve the Resolution Commending the Legislative Agenda of the

Global Transpark Development Commission and Requesting Enactment by the 2001 North Carolina General Assembly.

**RESOLUTION COMMENDING THE LEGISLATIVE AGENDA OF THE
GLOBAL TRANSPARK DEVELOPMENT COMMISSION
AND REQUESTING ENACTMENT BY THE
2001 NORTH CAROLINA GENERAL ASSEMBLY**

WHEREAS, the Global TransPark Development Commission (the “Commission”) is the regional entity representing the economic development interest of Carteret, Craven, Duplin, Edgecombe, Greene, Jones, Lenoir, Nash, Onslow, Pamlico, Pitt, Wayne, and Wilson counties; and

WHEREAS, the County of Pitt is a participating county in good standing with the Commission;
and

WHEREAS, the Commission has unanimously determined that it should seek certain changes, as outlined below, in the Commission’s enabling legislation which will allow the Commission to more effectively market and promote economic development and improve the quality of life throughout the 13-county region; and

1. Enabling legislation provides for up to 7 voting members appointed by the Global TransPark Authority

The Commission will ask for legislative changes to remove the voting status of the Global TransPark Authority appointees, so that only those Commission members appointed by the counties can vote on issues affecting the region.

2. Enabling legislation does not provide any recourse for non-attendance by the Commission members.

The Commission will ask for legislative changes that will allow it to impose rules for attendance at quarterly Commission meetings and authority to request replacement of members for noncompliance.

3. Enabling legislation requires a majority of members present to establish a quorum for business.

The Commission will ask for legislative changes that will reduce the quorum requirement to 40% of the voting membership.

4. Enabling legislation names the region as the “Global TransPark Development Zone” and the governing body as the “Global TransPark Development Commission.”

While no decision has been made regarding the name of the region or the governing body, the Commission will ask for legislative changes that will give it the authority to make such changes if it desires.

WHEREAS, the Commission will seek those changes in the 2001 session of the North Carolina General Assembly; and

WHEREAS, the Board of Commissioners for the County of Pitt have reviewed the legislative goals of the Commission, finds that they are in the best interests of the citizens of Pitt County and desires to support the efforts of the Commission to obtain the requested legislative changes in the North Carolina General Assembly.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Pitt that:

1. The County of Pitt hereby endorses and fully supports the 2001 legislative agenda of the Global TransPark Development Commission and requests that the local legislative delegation representing the County of Pitt support this legislation and that the North Carolina General Assembly adopt the changes requested by the Commission in their entirety.

2. A copy of this Resolution shall be provided to the members of the local legislative delegation representing the County of Pitt.

Duly adopted this 4th day of December, 2000.

COUNTY OF PITT

By: _____

Chairman: _____

ATTEST: _____

Clerk to the Board: _____

Commissioner Bowen pointed out that Dr. Bright is the Vice Chairman of the GTP Commission.

Resolution on DOT Division II Highway funding – JoAnne Burgdorff/James Rhodes

Mr. Rhodes said there are thirteen counties in the Global Transpark zone. He stated there are seven counties that are in GTP and are in Division II. Since Lenoir County is in Division II for highway funding, it appears that some of the funding for Division II roads is going to the GTP area. There is a resolution for approval by the Board to support changing the funding source for the Global Transpark Road System.

UPON MOTION by Commissioner Bowen, seconded by Commissioner Shank, the Board voted unanimously to approve the Resolution in Support of Changing Funding Source for the Global TransPark Road System.

**RESOLUTION IN SUPPORT OF CHANGING FUNDING SOURCE
FOR THE GLOBAL TRANSPARK ROAD SYSTEM**

WHEREAS, 13 counties participate in the NC Global Transpark regional economic development project; and

WHEREAS, all 13 counties will have opportunities to benefit to varying degrees from this initiative; and

WHEREAS, all 13 counties should share in the development of the Global Transpark in a fair and equitable manner; and

WHEREAS, current legislation of the NC Department of Transportation requires that all funds for the road and highway system of the Global Transpark to be paid from funds allocated to the DOT Division II, because the GTP road projects are located in Division II (Lenoir County); and

WHEREAS, The Counties of Nash, Edgecombe, Wilson, Wayne, Duplin, and Onslow participate in the GTP, but are located in other NCDOT Divisions, and are not required to pay for any of the GTP road projects because of the legislative funding formulas; and

WHEREAS, \$57 million has been allocated from Division II funds for the GTP roads depriving the counties in DOT Division II from use of this money on local road system projects and more will be required. Division II Counties are: Carteret, Craven, Greene,

Lenoir, Jones, Pamlico and Pitt. (Beaufort County is not in the GTP Region but they pay for the GTP road development).

NOW, THEREFORE, BE IT RESOLVED that the General Assembly amend the DOT legislation requiring a pro-rata allocation to all and any road improvements in the Global Transpark in Lenoir County.

ADOPTED this 4th day of December, 2000.

(Seal)

COUNTY OF PITT

Susan J. Banks
Clerk to the Board

Chairman, Board of County Commissioners

R00/12/04-2

Commissioner James said if Pitt County does not get more involved this Board will not see the completion of the southwest bypass because funds are being directed for other areas.

Commissioner Bowen asked Mr. Chaffee about the funds that Pitt County gets from the GTP. Mr. Chaffee said the grant money does not have to be paid back but the loans do have to be paid back with interest. Mr. Chaffee reported on some of the grants Pitt County has received from the Global Transpark.

Approval of the Work First Biennial Block Grant Plan – Ed Garrison

Mr. Ed Garrison stated that the Board had designated Pitt County as a standard county program. The committee has met several times in November and has put before the Board an excellent recommendation for the Work First Biennial Block Grant Plan and asked for the Board's approval of the plan.

UPON MOTION by Commissioner Owens, seconded by Commissioner Shank, the Board voted unanimously to approve the Work First Biennial Block Grant Plan as presented.

Schedule Public Hearing on Amendments to Soil Erosion and Sedimentation Control Ordinance – Dwane Jones

Mr. Rhodes introduced Dwane Jones from the Planning Department who was present to discuss some changes to the Soil Erosion and Sedimentation Control Ordinance. The ordinance was last amended in 1996 and many changes have been made by the State. He reviewed the major changes proposed to the ordinance in order to bring Pitt County's ordinance back into compliance with the State.

UPON MOTION by Commissioner Johnson, seconded by Commissioner Royal, the Board voted unanimously to approve holding the public hearing date of December 18, 2000 for a first reading at the regular board meeting.

Adoption of Board's Annual Meeting Schedule – Tom Robinson

Mr. Robinson reviewed the calendar that was proposed by the staff for regular meetings in the 2001 year. He reviewed the possible conflicts.

UPON MOTION by Commissioner James, seconded by Commissioner Bowen, the Board voted unanimously to adopt the following meeting calendar.

**Pitt County Board of Commissioners
Year 2001 Board Meeting Schedule
Proposal**

Regular Meeting and Conferences

January 8, 2001	Regular Meeting - 9am
January 11-12, 2001	Legislative Goals Conference – Pinehurst
January 22, 2000	Regular Meeting – 9 am
January 24, 2001	General Assembly Convenes
February 5, 2001	Regular Meeting - 9am
February 19, 2001	Regular Meeting - 9am
March 2-5, 2001	NACO Legislative Conference – Washington, D.C.
March 19, 2001	Regular Meeting - 9am
April 2, 2001	Regular Meeting - 9am
April 16, 2001	Regular Meeting - 9am
May 7, 2001	Regular Meeting - 9am
May 9, 2001	NCACC Legislative Briefing, Raleigh
May 21, 2001	Regular Meeting - 9am
June 4, 2001	Regular Meeting - 9am
June 12, 2001	Budget Hearing
June 18, 2001	Regular Meeting - 9am
July 9, 2001	Regular Meeting - 9am
August 6, 2001	Regular Meeting - 9am
August 9-12, 2001	NCACC Annual Conference – Cumberland CO
August 20, 2001	Regular Meeting - 9am
September 17, 2001	Regular Meeting - 9am
October 1, 2001	Regular Meeting - 9am
October 15, 2001	Regular Meeting - 9am
November 5, 2001	Regular Meeting - 9am
November 19, 2001	Regular Meeting - 9am
December 3, 2001	Regular Meeting - 9am
December 17, 2001	Regular Meeting - 9am

COMMISSIONER REPORTS AND COMMENTS

There were no comments.

CLOSED SESSION

The County Attorney cited N.C.G.S.143-318.11(a)(5) to establish or instruct the public body staff concerning position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract for the purchase of real property.

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

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

ADJOURN

UPON MOTION by Commissioner Bowen, seconded by Commissioner Shank, the Board voted unanimously to adjourn the meeting at 2:20 p.m.

Respectfully submitted by,

Susan J. Banks, CMC
Clerk to the Board