

PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
OCTOBER 1, 2001 MINUTES

The Pitt County Board of Commissioners met on Monday, October 1, 2001, at 9:00 AM in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

Beth Ward, Commissioner
David Hammond, Chairman
Terry Shank, Commissioner
Tom Johnson, Commissioner
Tom Coulson, Commissioner
Randy Royal, Commissioner
Glenn Bowen, Vice Chairman
Eugene James, Commissioner
Mark Owens, Commissioner

Staff present:

Susan Banks, Clerk to the Board
Melonie Bryan, Director of Financial Services
JoAnne Burgdorff, County Attorney
Glenn Cutrell, Tax Assessor
Phil Dickerson, County Engineer
Edward Garrison, DSS Director
Mac Manning, Sheriff
Ward Parker,
James Rhodes, Planning Director
Tom Robinson, County Manager
Joel Scales, Solid Waste/Recycling Department

Call to Order

Vice Chairman Bowen called the meeting to order.

Invocation and Pledge

Commissioner Royal offered the Invocation.
Commissioner Ward led the Pledge of Allegiance to the American Flag.

Chairman Hammond arrived and began chairing the meeting.

Approval of Agenda

Chairman Hammond offered a motion to add a closed session on a personnel matter. Commissioner Bowen seconded the motion and it was approved unanimously.

Motion:

Motion to approve agenda as amended.
Motion made by Vice Chairman Glenn Bowen.
Motion seconded by Commissioner Eugene James.

Vote Record:
Tom Coulson Yes
Beth Ward Yes
Randy Royal Yes
David Hammond Yes
Glenn Bowen Yes
Terry Shank Yes
Eugene James Yes
Tom Johnson Yes
Mark Owens Yes

Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Presentations

Kimberly Cox, Deputy Register of Deeds

Summary of Information

Ms. Kimberly Cox has completed her certification as a Deputy Register of Deeds.

Motion:

Adopt Resolution for Kimberly Cox, Deputy Register of Deeds.
Motion made by Commissioner Randy Royal.
Motion seconded by Commissioner Beth Ward.

Vote Record:
Tom Coulson Yes
Beth Ward Yes
Randy Royal Yes
David Hammond Yes
Glenn Bowen Yes
Terry Shank Yes
Eugene James Yes
Tom Johnson Yes
Mark Owens Yes

Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Employee Service Awards

Summary of Information

EMPLOYEE SERVICE AWARDS
OCTOBER 1, 2001

5 Years

STEPHEN K. Ange
TERESA M. Ball
DELMAS C. Best
MELONIE T. Bryan

Mental Health
Veterans Affairs
Mental Health
Financial Services

JOANNE K. Burgdorff
TERESA J. Coleman
PATRICIA Conklin
FRED Corey
TERESA A. Davis
JENNIFER B. Dickerson
HEMPHILL T. Hamrick
PHYLLIS L. Holmes
BEV A. Lederer
BEVERLY C. Lee
BILL E. Mayo
WANDA A. Quinerly
TONYA D. Smith
NINA M. Waters
SHELTON R. Davis

Legal
Detention Center
Detention Center
Buildings and Grounds
Health Department
Health Department
Mental Health
Social Services
Mental Health
Sheriff
MIS
Health Department
Health Department
Health Department
Detention Center

10 Years

JANET H. Griffin
PAM M. Keel
PAT B. Mooring
TONY Wyatt A. McQueen
JEFF E. Phillips
DARLENE Janice D. Smith
MARK S. Sudekum
MARILYN W. Yarrell
JOHN T. Weaver

Mental Health
Engineering
Landfill
Tax Assessor
Detention Center
MIS
Mental Health
Social Services
Engineering

15 Years

ANNE D. Clark
PETE F. Damato
RALPH D. Forbes
RANDY C. Jones
STANLEY D. Peaden

Environmental Health
Mental Health
MIS
MIS
Inspection

20 Years

DAPHNE R. Cruse
TINA B. Cox
JAMES H. Satterthwaite

Health Department
Tax Assessor
Sheriff

25 Years

SUSAN M. Cox
RUTH W. Hines
WILLIAM H. Martin
AL B. Waters

Environmental Health
Social Services
Landfill
Social Services

Vice Chairman Bowen and Tom Robinson made the presentations and Mr. Robinson invited everyone to participate in a reception for the employees to be honored.

Public Hearings

Law Enforcement Block Grant - Ward Parker

Summary of Information

As reported on August 6, 2001 and September 17, 2001, the County has been awarded a Law Enforcement Block Grant (LEBG) in the amount of \$82,917 of which \$8,292 is local cash match.

The grant will be used to complete the purchase and installation of mobile data terminals in Sheriff's vehicles.

Under the requirements of the block grant program, the County is required to have an advisory committee. The membership of the committee is directed by the granting agency. We are required to have a representative from each of the following areas: Prosecutor's Office, School System, Court System, Sheriff's Department and Local Non-profit Agency. This committee has been established for several years.

Committee Members are:

Randy Nichols -Non-Profit
Kathy Prescott - Prosecutor's Office
Barry Gaskins - Schools
CB Landreth -Sheriff's Dept.
Rick Fisher -Sheriff's Dept.
Eleanor Farr -Court System

As reported on September 17, a public hearing is also required. Staff recommends a public hearing is conducted as below:

- Open the Public Hearing
- Staff Comments
- Public Comments on usage of grant funds
- Board Questions/Comments
- Close Public Hearing

Mr. Ward Parker said they plan to buy more mobile data terminals with this grant. Chairman Hammond asked for commissioners' comments. Chairman Hammond then opened the public hearing. No one came forward. Chairman Hammond then closed the public hearing. Commissioner Bowen asked if this was a result of the grantwriter's work? Mr. Parker said they received notification that these funds were available and they applied. Eugene James asked who was on the committee. Mr. Parker reviewed the list of committee members. Mr. Parker said the committee would meet the following week after this public hearing.

Motion:

Conduct and close public hearing that will meet the requirements of the grant and direct Staff to complete the purchase and drawdown process.

**Motion made by Commissioner Mark Owens.
Motion seconded by Commissioner Beth Ward.**

Commissioner Johnson asked if the funds were coming from funds budgeted for grants. Mr. Parker said it would be funded from the grant funds already appropriated by the Board.

Vote Record:

Tom Coulson Yes

Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Public Addresses to the Board

Summary of Information

Nancy Colville spoke about the Board meeting on September 11th and the alleged action taken by the Board concerning removal of the Manager. She said it was alleged that the Manager hired Phil Dixon attorney and she spoke about Mr. Dixon's roles with other boards and agencies. She questioned the Board's actions concerning the Manager.

Items for Report

Manager's Report - Tom B. Robinson

Summary of Information

Ralph Tucker, Chairman of Soil and Water Board, passed away. The State will make appointment for his replacement. Commissioner Owens motioned to do resolution, seconded by Beth Ward, for the family of Mr. Tucker. Unanimously approved.

Global Transpark Commission has changed its name. NC Eastern Region is its new name.

Pitt County efforts to lower cost and improve service - Tom B. Robinson

Summary of Information

This year's budget development has been extremely challenging for everyone. The adopted budget relies heavily on fund balance which over time much be reduced. Certainly, additional revenue is needed but so are measures to lower costs and improve service. Pitt County staff have been quietly working towards this end. I want to report on three efforts to lower costs and to improve service. These efforts include 1) a cost reduction/recognition program, 2) the full integration of total quality management principles into Pitt County government operations, and 3) the development of an outcomes based performance evaluation system for all County employees. Several members of my central management team will provide you with a broad overview of each effort.

Tom Robinson said staff needs to look at ways to be more cost efficient. He said he had been challenged by Commissioner Coulson to come up with ways to be more cost efficient in county programs. Staff has provided a draft incentive program for cost savings. It was sent to Board in advance so it could be discussed today.

Mr. Phil Dickerson said staff discussed financial rewards and awards presentation for some type of recognition. For financial rewards, there would be procedures involved. If an

employee comes up with way to save money, the employee would receive 10% of savings or up to \$10,000 whichever was less. A fixed financial award was also considered. They considered a program where the Manager would give awards of up to \$250 to individuals and up to ten possible recipients. The Board discussed the possible areas of savings and what would happen with the funds that were saved. Some commissioners felt this was staff's responsibility as county government employees to find ways to decrease expenses or ways to save money without needed an incentive plan. Some commissioners stated that the department heads should not participate in the incentive plan.

Chairman Hammond asked for Mike Taylor to address this issue. Mr. Taylor said they had many discussions about "true" innovations or "true" savings. He said its a matter of whether the Board sees this as a program that is part of their job or if there is room for innovation. Commissioner Owens thanked the staff but stated he would like time for more study on this proposal. Commissioner Royal said this needs to be looked at by department. Commissioner Ward said she would like the committee to integrate the commissioner's comments and bring the proposal back to the Board. Commissioner James spoke about the number of employees and the department heads need to look at their organization and how they can cut personnel without cutting services.

Chairman Hammond said that Commissioner Coulson has said any savings would prevent a tax increase for citizens. Commissioner Coulson said with a structured program the County is more likely to save money. He said he would like to meet with Phil Dickerson and review some ideas that he has on this program. He said he would like to look at job positions, positions that have not been filled in a year to be considered for being reduced. He stated that they would like assurance that department heads do not reduce staff just to save money. He suggested that there not be full replacement of employees when they leave and this may be a saving. He said if the Board keeps studying this, the opportunity will be gone to implement this program. Commissioner Hammond said table this item and look at it later.

Motion:

Ask committee to refine with points from commissioners' comments and bring back to the Board next month.

Motion made by Commissioner Terry Shank.

Motion seconded by Commissioner Beth Ward.

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Tom Robinson spoke about other programs they are looking at and that they are looking at improving County government as follows:

- Total Quality is being implemented. Continued cooperation for improving county government. Certified total quality trainers in Pitt County. Schools and private sector

are moving into this to offer improved services. He spoke about identifying the customer, what they want and how to provide the quality service. All departments have been challenged to move towards this program.

- Honest communication for employees. Recognition for doing a good job including a new performance appraisal tool. Recognize performance of employees and guidance for improvements. Chairman Hammond said employees need peace of mind, not to be lamplasted by management, and to know who's responsibility it is to assure that this is being done. Mr. Robinson said they are looking at a systematic approach for evaluations.
- Ms. Florida Hardy explained the performance appraisal tool. The supervisor and employee sit down and discuss goals for the coming year and do at the front of the year instead of the end of the year. Employees will participate in the process. A planning meeting is held to review job descriptions and objectives for coming year with each employee. Interim updates will be done with employee. Also trying to help employee meet county and department goals. This will be done on a fiscal year basis. There must be at least three goals and objectives and one must be a developmental goal. There have been 167 supervisors trained on how to use this tool. Most supervisors have 10 employees each. Commissioner Ward stated that the employees benefit the most from this process. She spoke about processes that she had been through and that it does improve employee performance. She said these supervisors will speak about the County goals and the Departments objectives to each employee. She commended staff for their work. Commissioner Royal said this has to be an ongoing process.

Sheriff to report on County funded positions and Grantwriter activites - Mac Manning

Summary of Information

Sheriff Manning provided the Board with a written report on new positions approved and new hires since December 7, 1998, which totaled sixty-one employees.

Sheriff Manning noted how the Board discussed the request for his report stating it came out of a request for a public hearing for the Law Enforcement Block Grant.

Sheriff Manning said Commissioner James's comments were based on a document prepared by Human Resources. He requested a copy of the document after hearing the comments made by Commissioner James. Sheriff Manning reviewed each position that had been added or changed during his tenure as Sheriff.

He said none of the positions support the Sheriff's need for additional officers.

Sheriff Manning said that not one of the new hires was a road patrol deputy. The comments on August 20th were intended to enlighten this Board about their needs. They have managed to stay up to increasing workloads due to changes in coverage of the County.

There are eight additional deputies in the field by reducing deputies in courtrooms. Effective use of resources was promised by the Sheriff and he feels he has accomplished all he can with the existing manpower. Reorganization of the Sheriff's office helped with modern management. Patrol districts and patrol sections for community based patrols has been implemented. He said the pay grades do not reflect 1998. This Board approved a pay plan provision this past year including several of these supervisor positions. Sheriff Manning said that Commissioner James owes his hardworking officers an apology. He said in the final analysis, his comments were truthful and factual.

He said David Hammonds' comments about the grantwriter were inaccurate. He stated that the grantwriter has done research and data analysis on Governor's Highway Safety Program for this grant and showed the materials involved in this research. He said Chairman Hammond was wrong and he owes Ms. Melissa Larson an apology. He stated that if the commissioners are making derogatory comments about his staff or department then they should be made to his face and not behind his back. He said they are mean spirited attacks do not belong in county government.

Commissioner James said he would apologize if he owes an apology. He asked about the increase in the Sheriff's Department budget. He asked about overtime pay during the flood. Sheriff Manning said he addressed specific requests today and if the Board has additional questions he would be glad to prepare a response for another time. Sheriff Manning said the context was about patrol deputies and his statement was based on facts. No new patrol deputies have been hired since he became Sheriff. Sheriff Manning said he would be glad to prepare a report for the Board. Commissioner James said he wants to see deputies in the field. Commissioner James spoke about the increase in supervisors and apologized to staff again.

Chairman Hammond said his comment was relative to what Vice Chairman Bowen asked Mr. Ward Parker this morning. Chairman Hammond said that Vice Chairman Bowen asked about the grantwriter securing this grant. Chairman Hammond said he was asking if the grantwriter secured the governor's highway safety grant. The grantwriter did secure the governor's highway safety grant. She does crime analysis and prepares reports to be used for directing operations. Chairman Hammond said if these grants end, those positions will not be funded.

Sheriff Manning said the budget has increased over the last few years but the operating budget has grown less than the operations of County government. He spoke about the increase in gasoline and prices for operations. Sheriff Manning said with the Governor's Highway Safety grant, she will be responsible for over a half a million dollars of funding. This federal money that is funneled to the counties. Tim Phillips, Governor's Crime Control representative, has met with the Sheriff and notifies the departments of funding that is available.

Vice Chairman Bowen asked about how deputies get paid when they leave their home for duty. Sheriff Manning explained their process stating the deputies do not get paid for travel time from home to start duty. Vice Chairman Bowen spoke about the City paying more than the County does and said he had talked with six deputies that have left within the last six months who say money has nothing to do with their leaving. Sheriff Manning said they lose one to two deputies every time Greenville has a hiring cycle. Sheriff Manning said they try to have the deputy's work in the district that they live in. Commissioner Owens asked the Sheriff if his deputies are on call 24 hours a day. Sheriff Manning replied, that yes they are on twenty-four hour call.

Commissioner Ward thanked the Sheriff for coming up and addressing his report. She said she is proud to have him as Pitt County Sheriff. She said she does not like these individual questions during the Board meeting. Commissioner Coulson asked the Sheriff to put together something that addresses the effects of demotions and transfers as well as pay. He wants to know what is causing the "bleeding" and what can the Board do to help. Twenty-five percent turnover and money spent in training for new deputies needs to be addressed. Sheriff Manning said most of the training is civilian officers in the Detention Center. He said he believes in promoting from within the department. Chairman Hammond commended Ms. Lawson for her results that brought something for not only Pitt County but also Greene and Craven counties.

Commissioner James said he wants to know how many people in the Sheriff's department has increased and the increase in budgets during his tenure.

Vice Chairman Bowen said Commissioner Coulson should get the names of the deputies that have left and check with them about why they left the Sheriff's department because many say it is job security. Sheriff Manning said he hired officers from Pitt County Memorial Hospital

and Washington County and they went back for better salaries. Sheriff Manning said he reorganized top management but everyone kept their jobs when he became Sheriff. Seven Division chiefs report to the Sheriff. Commissioner Royal said that the Sheriff's Deputies' pay is low. Sheriff Manning said that the Sheriff's deputies have the greatest jurisdiction and yet the pay does not reflect that authority. The Board discussed the Police Program that adds officers coming out of school.

Chairman Hammond called for a break at this time, 11:15 a.m.

Pitt County "Big Sweep" - Joel Scales

Summary of Information

On Saturday, September 15, 2001, 193 volunteers came out to participate in this year's North Carolina Big Sweep. 7,100 pounds of trash and debris were collected from Pitt County waterways. Paula Clark, Recycling Coordinator will be present.

Mr. Joel Scales stated that Pitt County participated in the NC Clean Sweep to clean up the waterways. Paula Clark said Big Sweep is a non profit organization that helps clean up the waterways. She gave a report on the activities. They used kayaks with the ECU sites were Town commons, Green Mills Run, Tar River apartments with 193 volunteers. Paula Clark reported that they had great participation this year. Some of what they picked up was: twenty-one tires and – 164 bags of trash. There were forty-one County employees, fifty-nine ECU students and staff and five local girl/boy scout troops that volunteered. Domino's Pizza and Peaden's Grill donated food for the end of the activities. Door prizes were also provided. She thanked all the volunteers and the local businesses that participated.

Continued discussion on Sheriff's presentation

James Satterthwaite said he had been with the Sheriff's department for twenty years. He said he came to work there for money and prestige. A lot of police officers used to want to be deputies. He said now the shoe is on the other foot. He said the small department he left now pays more than the Sheriff's department. He said he loves the work but the pay does not pay his bills. He said he enjoys working for the County and commended Sheriff Manning for doing a lot with a little. He said the citizen is paying four or five cents on their taxes for law enforcement. He said if he had been with the City and had twenty years of service he would be making about \$10,000 more than he makes with the County. Eight deputies are serving a county this size and that is tough. He gave examples of their services as follows: 3500 calls a year 20 years ago to 13,000 calls a year now. He said they are very poor on manpower. He said ECU, PCMH and City of Greenville pays more than they get paid.

Commissioner James said he wants a summary of salaries for deputies for surrounding counties. Commissioner Coulson said they need to look at Pitt County and they don't need to look at counties that pay lower because that does not help this situation.

Motion:

Approve items for consent.

Motion made by Commissioner Mark Owens.

Motion seconded by Commissioner Eugene James.

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes

Randy Royal **Yes**
David Hammond **Yes**
Glenn Bowen **Yes**
Terry Shank **Yes**
Eugene James **Yes**
Tom Johnson **Yes**
Mark Owens **Yes**

Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Items for Consent

Budget Amendment - Soil & Water Conservation - Melonie Bryan

Summary of Information

This budget amendment carries forward unused matching funds from the State from the prior year for the Soil & Water Conservation program.

Budget Amendment - Social Services - Edward L. Garrison

Summary of Information

The Department of Social Services has received the official notification of funding for the Crisis energy program for FY 2001/2002. This amendment is to appropriate the additional funds included in the Funding Authorization. The money will be used to continue to assist victims of Hurricane Floyd and for general Crisis assistance for hearing and energy costs for the current Fiscal Year.

The Department included \$350,000 in the original budget. Social Services received more funds than was anticipated at the time the budget was adopted. The Department has received two funding Authorizations for the Crisis program. One authorization is for \$783,073 and the other is for \$67,695. The Budget Amendment is to appropriate the additional \$500,768 received by the County

No additional County funds are requested.

Budget Amendment - Building & Grounds - Phil Dickerson

Summary of Information

The County executed a contract with the State last year for the clean up and restoration of the FEMA site on County Home Road. The State paid the County \$89,692 in May for this project. We have a contractor working on removing the poles, gravel, etc and need to carry forward funding to cover the costs. The anticipated cost is expected to be less than \$50,000.

Releases and Refunds Greater Than \$100 - Glenn Cutrell

Summary of Information

August 2001 Total County Release (Greater Than \$100) - 524 \$ 291,342.03

August 2001 Total Greenville Releases (Greater Than \$100) -	47	\$ 12,262.83
Total Refunds (Greater Than \$100) -	5	\$ 5,510.95
Belk-tyler Co of G'ville Inc		\$ 4,812.75
Harris, Jamie Morris Jr.		\$ 102.28
Smith, Melonie Denice		\$ 110.12
Tripp, Barry Wynne		\$ 317.31
Uzzell, Arthur Lenwood		\$ 168.49

Approval of Minutes - Susan Banks

Summary of Information

September 11, 2001
September 17, 2001

Items for Decision

Greenville West Area 2001 Extraterritorial Jurisdiction Extension - James Rhodes

Summary of Information

Attached is a notice concerning a proposed extraterritorial jurisdiction extension by the City of Greenville in the vicinity of Ironwood Subdivision and along the western side of Allen Road. The County owns property within the affected area, and therefore has received notice of the October 11th City Council public hearing for consideration of this matter.

As you may be aware, State statutes only allow for the extension of an extraterritorial jurisdiction from a contiguous annexation, not a satellite annexation (see attached Annexation and ETJ Statutes). In an attempt to create a contiguous annexation of Ironwood in 1995, the City annexed the width of the Tar River from the core area of the City to connect to the development site. Following the action, the Board of Commissioners (see attached minutes) expressed concerns over the annexation and possible extension of the City's extraterritorial jurisdiction from Ironwood, which is 2.7 miles west of the core city limit boundary.

Since the Ironwood annexation does not appear to meet the State requirements for a contiguous annexation, questions arise as to the ability of the City to extend the extraterritorial jurisdiction from the site. Staff suggests that the proposed extraterritorial jurisdiction extension should be allowed only with the Board of Commissioners approval, due to the questionable annexation practice and the proposed extension of the planning jurisdiction well beyond one mile from the western most boundary of the city's core area.

Staff would also like to advise the Board on other questionable annexations and possible ETJ extensions by several other municipalities. Two recent examples include annexations along rights of way of public roads and railroads. Issues have also arisen due to the delays in advising the County of the changes to municipal jurisdiction boundaries.

Mr. Robinson said staff is not opposed to Greenville expanding their extraterritorial jurisdiction but are not supportive of the methodology that they are using to approach this matter. Winterville, Ayden and Grifton are making marginal actions to extend their extraterritorial jurisdictions also. Mr. James Rhodes said they would like to pursue a written interpretation. Commissioner Shank said she hoped they would have that available today.

Chairman Hammond asked why the Board needs a legal interpretation when they have an attorney present. He said the lawyer is here and is being paid to provide this Board with a legal interpretation. Vice Chairman Bowen said the City needs to get water to this area. He spoke about the City's annexation. Vice Chairman Bowen motioned not to move forward. Eugene James seconded the motion and it was approved unanimously.

Staff proposed recommendation:

- **Advise City of Greenville that the County is not in agreement with the procedures for the proposed ETJ extension in the vicinity of Ironwood subdivision.**
- **Request legal interpretation on the questionable annexation practices and resulting ETJ extensions of Pitt County municipalities.**

A motion was offered to delay action on this item until further information is received by Board and seconded by Commissioner James. Vice Chairman Bowen asked to amend the motion by asking for a legal interpretation. Terry Shank asked why the Board needs a legal interpretation. Mr. Robinson said the Board had no interest before but is a property owner in this area so there is an interest. The motion was withdrawn.

Motion:

- **Advise City of Greenville that the County is not in agreement with the procedures for the proposed ETJ extension in the vicinity of Ironwood subdivision.**
- **Request legal interpretation on the questionable annexation practices and resulting ETJ extensions of Pitt County municipalities.**

Motion made by Commissioner Mark Owens.

Motion seconded by Commissioner Beth Ward.

Commissioner Hammond said the County needs to be moving in the direction of increasing population for Pitt County. He spoke of people being laid off. On October 11th the City is having a public forum. Commissioner Hammond said he's been trying for months to have a joint meeting with the City of Greenville to discuss these types of items. Commissioner Shank asked if the Institute of Government has been contacted. James Rhodes said they have provided a verbal interpretation and explanation which was in the agenda package, but their interpretation is that this proposal does not meet the State statute requirement. If the Board is interested in pursuing this, they can move forward or if not, it can be left alone. The County is a property owner. JoAnne Burgdorff said since the County is a property owner in this area, it gives the County an interest in this area. James Rhodes described the area as Highway 43 to south of Tar River, Ironwood Subdivision, and west side of Allen Road; the County owns property around landfill. It includes property around Ironwood. Some of the current Ironwood development is already annexed which is adjacent to the Voice of America. The proposal is for residential/agricultural zoning, RA20. Mr. Robinson said staff wanted to see if the Board has issues with this extension, since the County does own property in this area. Commissioner Johnson stated that the City needs the County's permission if they take in more than one mile. Commissioner Owens said if the Board is opposed, what is the Manager's recommendation. Mr. Robinson said to follow the staff recommendation.

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes
David Hammond	No

Total Yes Votes: 8
Total No Votes: 1
Motion Passed

Reappointment of Tax Assessor - Glenn Cutrell - Melonie Bryan

Summary of Information

In accordance with North Carolina General Statute 105 and the Machinery Act, the County has to appoint a tax assessor. Mr. Cutrell's was originally appointed to a two-year term in the fall of 1999. That two-year appointment has now expired. Mr. Cutrell meets all the State requirements for reappointment. He has completed the annual continuing education requirements and has been certified by the Department of Revenue to continue in his current capacity. Therefore, it would be the recommendation to the Board of Commissioners to reappoint Mr. Cutrell in his current capacity as Tax Assessor. The law allows the Board to select either a 2 or 4 year term and staff will leave that determination to the Board.

Motion:

Reappoint Glenn Cutrell as Tax Assessor under a two-year appointment.

Motion made by Commissioner Mark Owens.
Motion seconded by Commissioner Eugene James.

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Chairman Hammond asked why the County could not sit down with the City of Greenville and come to some consensus to work through these items. Chairman Hammond said if these requests continue to come up, its time to do that. Mr. Robinson said specific items to discuss are important. Commissioner Johnson said once there are sufficient items to call a meeting then call a meeting. However, he said he did not think the extraterritorial jurisdiction item could be worked out on a joint meeting. Chairman Hammond said it looks like all the town managers need to sit down and discuss. Chairman Hammond said as long as there is no zoning in Pitt County, this is going to continue to go on. Tom Robinson said that the staff needs direction.

Maintenance of Buyout Properties - James Rhodes

Summary of Information

In response to the Board's request to reconsider maintenance services for properties acquired through the buyout program, staff has discussed various possibilities. As you are aware, the Board authorized staff on July 9th to make available lease agreements to allow

interested citizens to utilize buyout properties for approved land uses (see attached lease, application and list of allowable land uses). The first lease agreement was executed on September 19th for a 10-acre tract located off Sunnyside Road. The lessee, who lives adjacent to the property, intends to let his horses graze on the land and has equipment to adequately maintain the site. As of September 20th, Planning and Legal staff have also approved four additional lease applications and the selected lessees are being scheduled to sign the lease agreements. Approximately 15 applications are currently under planning staff consideration, and we continue to receive calls from citizens who are interested in leasing certain properties. All funds collected from the executed leases (\$10 per lease) are to be returned to the State as program income.

As far as the County providing mowing services, the County Engineer and Buildings and Grounds Supervisor have agreed to assist on an as needed basis over the next few months. Since we are now approaching the end of the growing season, the need for mowing services for the County office sites will decrease. We plan to provide mowing services based on complaints from adjacent property owners. As these concerned landowners contact our office, we will also advise them of the lease option.

Staff will further assess the maintenance situation over the next few months and bring forward additional recommendations as necessary (e.g., mowing contract, tree-planting contract).

Mr. Rhodes stated that twenty percent of the properties in the buy-out program are going to need maintenance. Several options have been discussed. Some areas are wooded and will stay that way. Leasing of properties at \$10 per year could be collected on each lease which would go back to the State. He provided examples of the lease agreements. He said they need to look at forty-nine acres that need maintenance. There are 197 of 246 acres in the buyout program that can be left as open space. Mr. Rhodes said they are proposing the maintenance option on a complaint-received basis. Some staff may be available for the mowing services. Commissioner Shank said she did not like this policy to be based on complaints. Chairman Hammond said he was not agreeable to putting this additional stress on the Building and Grounds department for mowing. Mr. Rhodes said they are looking into long term maintenance by planting trees. Commissioner James suggested the Board give the staff time to work through this process. He one dollar per year on a ten year lease.

Motion:

Authorize use of Buildings and Grounds employees to provide mowing services for buyout properties through March 2002.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner Terry Shank.

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Pitt County Planning Board Composition - James Rhodes

Summary of Information

As requested at the September 17th meeting while the Board discussed the appointment of a District 3 representative, staff has compiled information concerning the structure of the Pitt County Planning Board. The current Board composition, as cited in Article II, Sec. 11-21 (a) of the Pitt County Code, stipulates that "The Planning Board shall consist of eleven (11) members, with one (1) member from districts two (2) through six (6) and combined districts B and C; two (2) members from combined district A; and two (2) members appointed at-large" (see attachment 1). To officially change the structure of the Planning Board, the Board of County Commissioners must follow the standard procedure for ordinance amendment, including holding a public hearing.

Attachment 2 provides a chronology of events leading up to the current board structure, which was adopted by the Board of County Commissioners in October 1993. The current Planning Board membership listing is included as Attachment 3. At its September 19th meeting, the Planning Board unanimously recommended the retention of the existing board composition.

Mr. Robinson reminded the Board and citizens of the upcoming Comprehensive Land Use Plan public forums.

Commissioner Hammond said District 1 still has no representative. Vice Chairman Bowen asked about Mr. Congleton and why he could not serve. He asked about where Mr. Congleton lived. Dan Wynne lives in District 3. Ed Congleton lives in District 2.

Ms. Banks provided his street address and district from the computer records.

Ms. Ward said that regardless of the person or the people, a lot of time was spent on forming this Board. She said when a director of this department comes before the board and asks for a specific representative the Board should their recommendation.

The Board discussed sticking to the ordinance on the Planning Board and look for a nomination for District 3. Chairman Hammond said he wants a representative from District 1 on the Pitt County Planning Board. He said he wants representative even if he has to be the representative. Commissioner Owens said two of the members are from combined District A. Commissioner Owens said the logical thing to do, is when a vacancy comes revert back to District 1 which comes up next year for District A.

Motion:

Maintain the current Planning Board structure to ensure representation throughout Pitt County.

Terry Shank nominated William Blount who was previously nominated. Ricky Hines nominated by Eugene James. There was no application for Mr. Hines on record. Commissioner Johnson said he would hope the Board would listen to him about District 3. Mark Owens offered a substitute motion to table until the Clerk could provide additional information. Beth Ward seconded the substitute motion.

Vote Record on the substitute motion:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes

Eugene James Yes
Tom Johnson Yes
Mark Owens Yes

Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Request that Pitt County Board of Commissioners approve Pitt County Attorney's assistance to ALE and Sheriff of Pitt County to initiate nuisance clean up in community crime areas. - JoAnne Burgdorff

Summary of Information

Several establishments in Pitt County have been identified as core crime area. The ALE and the Sheriff of Pitt County have requested legal assistance from Pitt County in order to bring nuisance litigation to eradicate these community crime problems.

Ms. Burgdorff stated that the County has assisted the ALE in Fountain before and they now have a request for help with some high crime areas to eliminate problems in those areas. She stated that there is also a problem in the Hillsdale area where one business has volunteered to shut down. She asked if the Board was in favor of assisting the ALE and the Sheriff's Department with these areas. Commissioner James said it is up to the County to help them if they request it and he strongly supports this request.

Motion:

That the Pitt County Board of Commissioners give approval for the Pitt County Legal Department to assist ALE and the Sheriff of Pitt County in their efforts to clean up these nuisance/crime areas.

Motion made by Commissioner Randy Royal.
Motion seconded by Commissioner Eugene James.

Vote Record:
Tom Coulson Yes
Beth Ward Yes
Randy Royal Yes
David Hammond Yes
Glenn Bowen Yes
Terry Shank Yes
Eugene James Yes
Tom Johnson Yes
Mark Owens Yes
Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Items for Discussion

Ribbon Cuttings - Susan Banks

Summary of Information

Vice Chairman Bowen asked that the Clerk to add this item for discussion to the agenda concerning Board members being scheduled for ribbon cuttings.

Vice Chairman Bowen said there are only a few commissioners going to ribbon cuttings and would like commissioners to agree to do ribbon cuttings that are in their own district. Vice Chairman Bowen said it causes a problem for the staff if commissioners do not show up to do a ribbon cutting. He also asked why this should be the County staff's responsibility. Commissioner Coulson said he would be glad to participate in the ribbon cuttings held after 5pm.

Commissioners' Comments

Summary of Information

Randy Royal recognized John Ferren and Debra Dihoff who were present.

Motion:

Board to go into closed session under General Statute 143-318.11(a)(6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

**Motion made by Chairman David Hammond.
Motion seconded by Vice Chairman Glenn Bowen.**

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Motion:

**Motion to return to open session
Motion made by Commissioner Eugene James.
Motion seconded by Commissioner Terry Shank.**

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9

Total No Votes: 0
Motion Passed

Adjourn

Motion:
Motion to adjourn at 12:55 p.m.
Motion made by Vice Chairman Glenn Bowen.
Motion seconded by Commissioner Terry Shank.

Vote Record:

Tom Coulson	Yes
Beth Ward	Yes
Randy Royal	Yes
David Hammond	Yes
Glenn Bowen	Yes
Terry Shank	Yes
Eugene James	Yes
Tom Johnson	Yes
Mark Owens	Yes

Total Yes Votes: 9
Total No Votes: 0
Motion Passed

Respectfully Submitted,

Susan J. Banks, CMC
Clerk to the Board