

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
DECEMBER 17, 2001 MINUTES**

The Pitt County Board of Commissioners met on Monday, December 17, 2001, at 9:00 AM in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

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

Staff present:

Tom Robinson, County Manager
JoAnne Burgdorff, County Attorney
Susan Banks, Clerk to the Board
Melonie Bryan, Director of Financial Services
John Bulow, Assistant County Manager
Phil Dickerson, County Engineer
Arlen Holt, PIO and Cable Coordinator
Jeff Niebauer, Tax Collector
Michele Whaley, CORP Supervisor

Call to Order

Chairman Owens welcomed everyone and called the meeting to order.

Invocation and Pledge

Commissioner Johnson offered the invocation.
Commissioner James led the Pledge of Allegiance.

Presentations

Resolution in Recognition of Kenneth K. Dews, Sr.

Summary of Information

Motion:

**Motion to approve resolution in recognition of Kenneth K. Dews, Sr.
Motion made by Commissioner David Hammond.
Motion seconded by Commissioner Eugene James.**

Vote Record:

Tom Johnson Yes

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

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

**RESOLUTION RECOGNIZING
THE CONTRIBUTIONS OF**

KENNETH K. DEWS, SR.

WHEREAS, Kenneth K. Dewes, Sr. was a man greatly respected and admired in his local community, his State and his Nation serving with honor and distinction throughout his life. He was elected to three four year terms on the Pitt County Board of Commissioners from December 1986 until December 1998, having served in the roles of Chairman and Vice Chairman. He represented the Pitt County Board of Commissioners as a District Director on the Board of Directors for the North Carolina Association of County Commissioners.

WHEREAS, Kenneth K. Dewes, Sr. was a tireless advocate for improved healthcare in Eastern North Carolina, having served as a longtime member and former chairman of the Pitt County Memorial Hospital Board of Trustees and the Pitt Memorial Hospital Foundation. Mr. Dewes helped to negotiate the Affiliation Agreement between Pitt County Memorial Hospital and the East Carolina University School of Medicine. In addition, during his tenure as Chairman of the Pitt County Board of Commissioners, he championed the need for and subsequent decision of privatization of the Pitt County Memorial Hospital.

WHEREAS, Kenneth K. Dewes, Sr. was a continuous advocate for the children of Pitt County. He was supportive of the education and recreation programs for the youth. Prior to his membership on the Pitt County Board of Commissioners, he was elected to and served on the Pitt County Board of Education from September 1971 to August 1977 during the time of the merger of the city and county school systems.

WHEREAS, Kenneth K. Dewes, Sr. will always be remembered as a gentleman who was fair-minded, kind, and well-respected by his peers for his knowledge of and positive influence on the affairs of his community.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners expresses its sympathy to the family of Kenneth K. Dewes, Sr. for their loss, and furthermore honors his legacy of compassion, respect, outstanding leadership, and dedicated service to the people of Pitt County and this great Nation.

ADOPTED this the 17th day of December 2001.

PITT COUNTY BOARD OF COMMISSIONERS

Attest:

Mark W. Owens, Jr., Chairman

Susan J. Banks, Clerk

Resolution for Commissioner Hammond

Summary of Information

Motion:

Motion to approve resolution for Commissioner Hammond.

Motion made by Commissioner David Hammond.

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

***RESOLUTION OF APPRECIATION
HONORING***

DAVID HAMMOND

THAT WHEREAS, David Hammond has served faithfully and honorably as Chairman of the Pitt County Board of Commissioners from December 2000 to December 2001; and,

WHEREAS, David Hammond has provided the Board of Commissioners with steadfast leadership and guidance during his tenure as Chairman and the extensive amount of time and dedication exhibited by David Hammond as Chairman; and,

WHEREAS, the Board of Commissioners expresses their appreciation to David Hammond for his representation as a Director on the North Carolina Association of County Commissioners Board of Directors during this year;

WHEREAS, the Board of Commissioners looked to the Chairman to guide them in providing quality education, growth management, revenue generation and other initiatives for the citizens of Pitt County, while maintaining a balanced budget; and;

WHEREAS, some of the accomplishments of the Board of Commissioners during David Hammond's year as Chairman include; the adoption of the Northwest Zoning Ordinance, approval of the coordinated permitting process, maintained a low tax rate, continued support of flood victims' recovery from the "Flood of the Century" and the redistricting of County Commissioners districts based on the 2000 census.

WHEREAS, members of the Pitt County Board of Commissioners are eager to commend David Hammond, for his outstanding service as Chairman of the Board for 2001; and;

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners does hereby commend David Hammond for providing tenacious leadership and diligent service to the Board and to the citizens of Pitt County during his tenure as Chairman.

Pitt County Board of Commissioners

Mark W. Owens, Jr., Chairman

Attest:

Susan J. Banks, Clerk

Resolution for Commissioner Bowen

Summary of Information

Motion:

**Motion to approve resolution for Commissioner Bowen.
Motion made by Commissioner David Hammond.
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

RESOLUTION OF APPRECIATION
HONORING

GLENN BOWEN

THAT WHEREAS, Glenn Bowen has served faithfully and honorably as Vice-Chairman of the Pitt County Board of Commissioners from December 2000 to December 2001; and,

WHEREAS, Glenn Bowen has shown continuous concern for individual's problems through his thoughtfulness and loyalty, and thereby, guided Pitt County. Glenn Bowen has

provided the Board of Commissioners with unwavering leadership and guidance by serving as chairman as needed during his term as Vice-Chairman; and,

WHEREAS, the Board of Commissioners expresses their appreciation to Glenn Bowen for his representation and attending of ribbon cuttings during this year; and,

WHEREAS, Glenn Bowen has served as a member of the P.C.M.H. Board of Trustees, Global Transpark Development Commission, State-County Criminal Justice Partnership, and a liaison for Board of Education Board; and,

WHEREAS, members of the Pitt County Board of Commissioners are eager to commend Glenn Bowen, for his outstanding service as Vice-Chairman of the Board for 2001; and;

NOW, THEREFORE BE IT RESOLVED, that the Pitt County Board of Commissioners does hereby commend Glenn Bowen for providing tenacious leadership and diligent service to the Board and to the citizens of Pitt County during his tenure as Vice-Chairman.

Pitt County Board of Commissioners

Mark W. Owens, Jr., Chairman

Attest:

Susan J. Banks, Clerk

Resolution for Tom Robinson

Summary of Information

Vice Chairwoman Ward presented the resolution of appreciation to Tom Robinson, County Manager.

Mr. Robinson said he had made a lot of good friends here and it had been a great eight years. He thanked the Board for the resolution.

Motion:

Motion to approve resolution.

Motion made by Commissioner Tom Johnson.

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 BOARD OF COMMISSIONERS
RESOLUTION HONORING

THOMAS B. ROBINSON

WHEREAS, Thomas B. Robinson served Pitt County with honor and distinction from the 4th day of October, 1993 through 28th of December, 2001; and,

WHEREAS, as Pitt County Manager, Thomas B. Robinson initiated many new programs for the benefit of County employees including an in-house training program available to all employees, Total Quality Transformation with benchmarks for performance, supported the enhancement of technology which effectively brought electronic communications to a new standard; and,

WHEREAS, Pitt County was acknowledged by receipt of multiple Ralph Ketner and Outstanding County Program Awards issued by the North Carolina Association of County Commissioners under his direction; and,

WHEREAS, during his tenure Thomas B. Robinson was appointed and served on numerous Statewide committees such as the Mental Health Governance Subcommittee, Governor's Hurricane Committee and Task Force for consideration of State and County relationships; and,

WHEREAS, Thomas B. Robinson, while serving as Manager, experienced Hurricane Floyd and led the County through the worst flooding in the history of North Carolina, with a minimum loss of life and tragedy and tenaciously continued on through the ongoing recovery process; and,

WHEREAS, Pitt County accomplished the following under the leadership of Thomas B. Robinson:

- Began TV Coverage of Board of Commissioners meetings
- Authorized \$56,000,000 in School Construction Projects including two new elementary schools and first new high school in the County in 30 years
- Negotiated Purchase of 16 acres of land with Prep Shirt building to develop as a Bio/Medical Technology Incubator
- Development and Implementation of the Education Compact for improvements in schools and education
- Improvements and Expansion of the Pitt County Courthouse
- Privatization of Pitt County Memorial Hospital, Inc.

And many numerous other accomplishments which have been extremely beneficial to the County of Pitt and its citizens; and,

NOW, THEREFORE, BE IT RESOLVED by the Pitt County Board of Commissioners recognizes **Thomas B. Robinson**, for all of his outstanding achievements while serving as the County Manager of Pitt County and extends to him the very best wishes for success in his future endeavors.

ADOPTED this the 17th day of December, 2001.

Presented by

Beth Ward, Vice Chairman
Pitt County Board of Commissioners

ATTEST:

Susan J. Banks, Clerk to the Board

Approval of Agenda

Motion:

Motion to approve agenda as presented.
Motion made by Commissioner Terry Shank.
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

Public Addresses to the Board

Summary of Information

Nancy Colville spoke about the minutes from November 19th where Commissioner James spoke about a company in Stokes, he called United Steel Company, but the correct name of the company was United Machine Works which is where Commissioner Coulson works. She asked for the correction in the minutes. She also said Commissioner James asked for information about Pitt Community College and the public should get to hear the answers to the questions. She said she was disappointed by the comments by Commissioners in the newspaper on Sunday concerning County Manager Tom Robinson and they should apologize for their comments.

Chairman Owens asked what the Board's pleasure was for this item.

Motion:

Motion to make the corrections in this set of minutes or the previous minutes.
Motion made by Commissioner Glenn Bowen.
Motion seconded by Commissioner Eugene James.

Chairman Owens stated that the information on Pitt Community College was available to the public.

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 Report

Manager's Report

Summary of Information

Joint Meeting - 6pm Northwest Elementary School in Belvoir
Other matters as needed

Two commissioners said they had not received their notebooks for tonight's joint meeting with the School Board.

Mr. Robinson recognized Mr. Dwane Jones who has won a State award and congratulated Phil Dickerson for overseeing it. Mr. Jones is now a certified soil erosion specialist. Mr. Dickerson said James Rhodes oversees the program. Chairman Owens offered his appreciation for Mr. Jones work.

Summary of Information

Fund Balance - General Fund:	\$ 51,474,044.	(06/30/01)
	\$ 7,556,285.	(Unreserved but designated)
	\$ 36,234,747.	(Undesignated) 45.11%

Total Budget: \$173,031,546.* 41.67% of Fiscal Year completed

*Excludes project funds such as CDBG, Hurricane Grants and Capital Construction accounts.

Summary of Revenues:	<u>Nov 2001</u>	<u>YTD 01-02</u>
General Operating Funds	\$11,436,704.	\$46,866,771.**
Enterprise Fund	1,989,295.	4,626,370.
All Other Funds	2,163,120.	11,321,472.
	15,589,119.	\$62,814,613.

Percent of Budget: 9.01% 36.30%

Summary of Expenditures:	<u>Nov 2001</u>	<u>YTD 01-02</u>
General Operating Funds	\$11,515,717.	\$48,642,818.
Enterprise Fund	724,342.	4,664,404.
All Other Funds	1,617,147.	9,469,067.

	\$13,857,206.	\$62,776,289
Percent of Budget:	8.01%	36.28%

**Does not include any appropriated fund balance as budgeted.

Ms. Bryan reported that they had effected a refund on the escrow account in the amount of \$1,435,000 for budget. Chairman Owens noted that the report was accepted.

Tax Collection Report - Jeff Niebauer

Summary of Information

SUMMARY OF 2001/2002 INFORMATION:SUMMARY OF 2000/2001 FOR COMPARISON:

Tax collection activity Pitt County:		Difference	% Diff
Total Nov 2001 Collections:\$1,473,447	Total Nov 2000 Collections: \$1,564,975	(91,528)	-5.85
Total to Date 2001/2002: \$21,959,421	Total to Date 2000/2001 \$21,408,427	550,994	2.57

Pitt County Levy:

Nov 2001 Levy: \$40,608,529	Nov 2000 Levy: \$39,381,406	\$1,227,123	3.12
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Nov 2001 Percent Collected: 52.43	Nov 2000 Percent Collected: 51.77
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Original Levy 52.50	Original Levy 50.90
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Supplemental & Vehicle 51.7	Supplemental & Vehicle 57.4
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Total collection activity all units including Pitt County:

Total Nov 2001 Collections: \$2,280,922	Total Nov 2000 Collections: \$2,356,448	(75,526)	-3.21
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Total to Date 2001/2002: \$33,657,907	Total to Date 2000/2001: \$33,990,320	(332,413)	-0.98
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Garnishments for Nov 2001:\$74,800	Garnishments for Nov 2000:\$59,359	15,441	26.01
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Bankruptcy for Nov 2001: \$3,117	Bankruptcy for Nov 2000: \$8,294	(5,177)	
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Occupancy for Oct 2001: \$86,647	Occupancy for Oct. 2000: \$92,910	(6,263)	-6.74
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Occupancy Total to Date 01/02:\$359,498	Occupancy Total to Date 00/01: \$390,146	(30,648)	-7.86
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Gross Receipts Oct 2001 \$14,325	Gross Receipts Oct 2000 \$14,182	143	1.01
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Gross Receipts total to Date: \$55,610	Gross Receipts total to Date \$56,455	(845)	-1.50
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Chairman Owens said the board accepted the report as presented.

Cable Television Rates update - Farmville Area - Arlen Holt

Summary of Information

The cable service tier that is regulated by Pitt County is called the Basic Service Tier (BST). On Time-Warner's system in Farmville the BST includes channels 2 through 24. The rates for that tier will remain the same in 2002 at \$13.80 per month.

The Standard Service Tier (SST) on that same system includes channels 25 through 78. Pitt County does not regulate the SST, but citizens will experience an increase next year from \$17.95 per month to \$22.20 per month. Time-Warner has added several channels to that tier and has rolled-in some channels that were previously billed separately.

Mr. Holt reported that the County oversees only the basic cable. He wanted to make the Board aware of the request for an increase.

Items for Consent

Budget Amendment- Soil & Water - Melonie Bryan

Summary of Information

This amendment appropriates \$2,024 from the Division of Soil and Water for Pitt County operations related to the Neuse River Technician and Cost Share Technician.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
104960-560013	Neuse River Project	2024	
102800-432011	Soil and Water Cost Share	2024	

Motion:

Approval of budget amendment as presented

Motion made by Commissioner Tom Johnson.

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

Budget Amendment- Social Services - Edward L. Garrison

Summary of Information

The Department of Social Services has received notification of an additional \$273,954 in Smart Start funding. These funds will allow the Department to continue to provide Day Care services to the parents and children in Pitt County at the current levels.

No additional County funds are requested.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165421-531403	DAY CARE CHILDREN	273,954	
162400-423401	DAY CARE PAYMENTS	273,954	

Motion:

Staff recommends approval.

Motion made by Commissioner Tom Johnson.

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

Budget Amendment - Mental Health - Deby Dihoff

Summary of Information

The budget amendment is a total budget increase in the amount of \$1,000,000 in the Child & Family-General cost center to cover the cost of contracted, residential and periodic services. The identification of At-Risk youth has increased throughout the County. This has caused an increased demand for high cost residential services (to include room & board). These contracted services are 100% reimbursable through either Medicaid or State At-Risk Children funds. The Mental Health Center does retain an administrative fee for contract administration.

ACCOUNT NO	TITLE OF ACCOUNT	INCREASE	DECREASE
193232 434000	Medicaid	1,000,000	
195232 561000	Contracted Services	1,000,000	

Motion:

Approve budget amendment as presented.

Motion made by Commissioner Tom Johnson.

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**

Educational Leave for Kimberly Woodard - Susan Banks

Summary of Information

This is a request for Educational Leave for Kimberly Woodard, Administrative Assistant/Deputy Clerk who works in the Board of Commissioners/County Manager's Office. Ms. Woodard has requested 3 hours per week educational leave for January 8, 2002 through May 14, 2002. At the successful completion of this semester, she will have her Associate in Business Administration degree.

Motion:

**Approve three hours educational leave per week for Kimberly Woodard.
Motion made by Commissioner Tom Johnson.
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**

Performance Bonds - John K. Bulow

Summary of Information

The Board of Commissioners is required to approve the bonds of specified individuals once a year. These individuals are the Sheriff, Tax Collector, Tax Assessor, Register of Deeds, and Finance Officer. Attached is a list of these bonds and their expiration dates. Just for information, all employees are covered under a "blanket" bond in our regular insurance policy in the amount of \$250,000.

Name	Amount	Expires
Judy S. Tart	\$25,000	12/01/02
Melonie T. Bryan	\$25,000	07/08/02
Jeffery P. Neibauer	\$25,000	08/07/02
Ira Glen Cutrell	\$25,000	07/01/02
Mac E. Manning	\$25,000	12/07/02

Motion:

Approve as presented.
Motion made by Commissioner Tom Johnson.
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

Approval of Minutes - Susan Banks

Summary of Information

December 3, 2001

Motion:

Motion made to approve December 3, 2001 minutes by Commissioner Tom Johnson.
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

Budget Amendments - - Edward L. Garrison

Summary of Information

The Department of Social Services has received notification of a grant of \$6,066 from the Greenville Utilities Commission from their "Neighbor to Neighbor" Heating Assistance Donation Program. Based on guidelines jointly developed by the Department of Social Services and Greenville Utilities, the Department will use these funds to assist customers of Greenville Utilities and clients of the Department with their fuel needs. The Department will use the funds to assist

clients that are not eligible under State or Federal guidelines for State or Federal assistance. The Department anticipates receiving additional grant funds from Greenville Utilities.

No additional County funds are requested.

Motion:

Staff recommends approval of budget amendment for Social Services.

Motion made by Commissioner Tom Johnson.

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

Appointment of Animal Cruelty Investigators - Susan Banks

Summary of Information

Ms. Deyonne Brewer, President of the Pitt County Humane Society, has requested the Board appoint the following individuals:

Deyonne Brewer	Bobbie Parsons
Deborah Taylor	Shayla Rawley
Pamela T. Byrd	Ralph Dalton
Beth Johnson	Joanne Elkins
Kenneth Stone	Marti Tripp-Brinson
Leigh Ann Etchison	Ryan Warner
Erika Morgenstern	Lisa Wrzesinski

Each individual has supplied a copy of their most recent certification. They will be required to take an oath of office and sign an agreement with Pitt County to only respond to the provided by the Pitt County Humane Society. Ms. Brewer indicates in her letter that their liability insurance is up to date. These are one-year appointments.

Motion:

Follow recommendation of the Pitt County Humane Society and appoint the individuals for one year as Animal Cruelty Investigators.

Deyonne Brewer	Bobbie Parsons
Deborah Taylor	Shayla Rawley
Pamela T. Byrd	Ralph Dalton
Beth Johnson	Joanne Elkins
Kenneth Stone	Marti Tripp-Brinson
Leigh Ann Etchison	Ryan Warner

**Motion made by Commissioner Tom Johnson.
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**

Summary of Information

Motion:

**Motion to approve consent items as presented
Motion made by Commissioner Tom Johnson.
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 Decision

Increase in Compensation for Housekeeping Contractor - Royal Janitorial Services, Inc. - Phil Dickerson

Summary of Information

Royal has requested an increase in compensation for Calendar Year 2002. The requested increase is 3% or approximately from \$449,000 to \$462,000. The figure is not exact because the square footage being cleaned changes as County Offices vacate old space or occupies new space and the contract price is increased or reduced accordingly.

Royal has done an excellent job for the County. Although we have a few complaints, we generally find that the company is performing beyond the requirements of the contract. It should also be pointed out that the original contract totaled \$471,269. It was adjusted downward due to vacating the part of the Courthouse now under construction.

Mr. Dickerson said the Janitorial Service has been going on for one year. They are doing more than the contract requires and there is an adjustment allowed under their contract.

Motion:

Since Royal is performing beyond the requirements of the contract and a cost of living increase is due, the staff recommends that the increase be granted. The Housekeeping Budget is sufficient to cover the increase.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairwoman Beth Ward.

The increase would be effective January 1, 2002.

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

Resolution for Request of Funds from State for Road Improvements (Intersection of NC 903/SR 1588 (Briery Swamp Road)/SR 1551 (Bear Grass Road)) - Phil Dickerson

Summary of Information

OFFICE OF THE PITT COUNTY BOARD OF COMMISSIONERS

DECEMBER 17, 2001

RESOLUTION OF SUPPORT

WHEREAS, the Pitt County Board of Commissioners wishes to support the State's allocation of \$47,000 to Pitt County's roadway improvement program; and,

WHEREAS, the Pitt County Board of Commissioners suggests that intersection improvements to NC 903/SR 1588 (Briery Swamp Road)/SR 1551 (Bear Grass Road) be made in Pitt County.

WHEREAS, the estimated cost to make needed safety improvements is \$94,057.43. The needed improvements are revision of pavement markings on south side of intersection, pavement widening on north side of intersection, and the installation of a caution light.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners adopts this resolution in effort to lend support to the State for Intersection Improvements in Pitt County for NC 903/SR 1588 (Briery Swamp Road)/SR 1551 (Bear Grass Road).

ADOPTED this the 17th day of December, 2001.

Chairman, Mark W. Owens, Jr.

Attest:

Clerk to the Board

Motion:

Adopt resolution in endorsing the Road Improvements for Intersection of NC 903/SR 1588)/SR 1551 (Bear Grass Road).

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner David Hammond.

Ms. Shank asked why a resolution was needed. She asked that the wording of the resolution be changed from saying the County "supports the request of the State."

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

***Memorandum of Understanding and Agreement
NC Local Government Debt Setoff Clearinghouse Program
- Melonie Bryan***

Summary of Information

The North Carolina Association of County Commissioners (NCACC) and the North Carolina League of Municipalities (NCLM) have finalized the organization of a joint clearinghouse through which local governments may submit any outstanding delinquent debt (\$50 or more) through the Clearinghouse to the North Carolina Department of Revenue to attempt to offset these debts against individual income tax refunds. Contractual arrangements have been made with a third party administrator to conduct the program. Statutory authorization and requirements are detailed in NCGS 105A-1 through 105A-15.

Financial Services and Tax Collection staff attended the training held November 29, 2001 and have discussed the opportunities and requirements with other county departments. As we move forward, additional meetings and training will be held with departments that have delinquent billing that could benefit from this type of collection effort. The Legal Department has reviewed and agrees that the program is sound as developed.

Due to the current budget constraints we are all aware of, staff feels this is another good tool to have for revenue collection. In order to meet our needs, we are conserving costs as well as insuring the maximum revenues are being generated. This collection process is cost efficient at \$15 per successful collection (funds exist in current budget to cover this administrative cost) and should generate revenue as early as Spring 2002.

In order to participate, we need to execute the attached Memorandum of Understanding and Agreement. Additionally, we need to establish a County Hearing Officer to hear appeals to the debt-offset action. We ask that you appoint Jeff Niebauer as the officer for appeals.

Ms. Bryan said this new program allows the County to attach personal tax refunds where departments have documented an existing debt of \$50 or more by clients. The legal staff has reviewed this proposal and staff has received training on proper implementation of the program.

Motion:

Authorize County Manager to execute Memorandum of Understanding and Agreement and appoint the Tax Collector as the County Hearing Officer.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner David Hammond.

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

Juvenile Crime Prevention Committee Funding for the Rights of Passage Program

Summary of Information

The Juvenile Crime Prevention Committee voted and approved funding for the "Rights of Passage" program in the amount of \$27,576.00. The funds to support this program are from the State funds awarded to Pitt County for FY 2001-2002.

The program will be funded for six months and it will be monitored by the monitoring sub-committee.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
243675 436000	Non Federal Cat. Grant	27,576	
245675 569324	Rights of Passage	27,576	

Mr. James Tripp spoke on behalf of the Juvenile Crime Prevention Council requesting approval.

Motion:

Approve funding for Rights of Passage Program in the amount of \$27,576.

Motion made by Vice Chairwoman Beth Ward.

Motion seconded by Commissioner David Hammond.

Commissioner Shank asked how many students will be involved in the six-month period.

Ms. Rena Bunns said they would serve forty students in a fiscal year but with a six-month plan they will target 20-25 students.

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

Criminal Justice Partnership Program Grant Reduction - Michele Whaley

Summary of Information

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
245620 512000	Expenses Salaries		1,525
245620 531200	Travel		800
245620 519301	Non Physician Medical Services		8,000
245620 525000	Automotive Expenses		2,000
243620 436014	CORP Grant		12,325

Mr. Bulow informed the Board that the State had reduced the funding for this program by \$12,325. Ms. Michele Whaley presented the proposed reductions.

Motion:

Accept recommendations for reductions and accept Grant Award of \$121,792.

Motion made by Commissioner David Hammond.

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

Consideration of Board Meeting Schedule for Calendar Year 2002 - Susan Banks

Summary of Information

Pitt County Board of Commissioners
Year 2002 Board Meeting Schedule
Adopted December 17, 2001

Regular Meeting and Conferences	(Deadline for Agenda Items) (Must be received by 10am on date)
January 14, 2002	Regular Meeting-9am (01/02) 1 Meeting in January because of Martin Luther King Day on January 21st.
February 4, 2002 February 18, 2002	Regular Meeting-9am (1/23) Regular Meeting-9am (2/6)
March 4, 2002 March 1-5, 2002 March 18, 2002	Regular Meeting-9am (2/20) NACO Legislative Conference, Washington, D.C. Regular Meeting-9am (3/6)
April 1, 2002 April 15, 2002	Regular Meeting-9am (3/20) Regular Meeting-9am (4/4)
May 6, 2002 May 20, 2002 May 21-24 May 28-30 May 29, 2002	Regular Meeting-9am (4/30) Regular Meeting-9am (5/8) Present overview, balanced budget (tentative) to Board of Commissioners. Hold workshops with Commissioners to review/ amend tentative budget Hold open for additional workshops, if needed NCACC Legislative Briefing, Raleigh
June 3, 2002	Regular Meeting-9am (5/22) Manager's recommended budget and budget message presented to Board of Commissioners
June 11, 2002	Hold 2002-03 Budget public hearing at 7 p.m. (and possible budget adoption)
June 12-14, 2002 June 17, 2002	Available for additional workshops, if needed Regular Meeting-9am (6/5) (Alternative date to adopt 2002-03 Budget)
July 1, 2002 July 12-16 July 15, 2002	Regular Meeting-9am (6/19) NACO Annual Conference, New Orleans Regular Meeting-9am (7/3)
August 5, 2002	Regular Meeting-9am (7/24)

August 19, 2002	Regular Meeting-9am (8/7)
August 22-25	NCACC Annual Conference, Forsyth County
September 9, 2002	Regular Meeting-9am (8/28)
September 23, 2002	Regular Meeting-9am (9/11)
Shifted meeting from 1st and 3rd Monday to 2nd and 4th Monday in order to avoid conflict with Labor Day Holiday.	
October 7, 2002	Regular Meeting-9am (9/25)
October 21, 2002	Regular Meeting-9am (10/9)
November 4, 2002	Regular Meeting-9am (10/23)
November 18, 2002	Regular Meeting-9am (11/6)
December 2, 2002	Regular Meeting-9am (11/20)
December 16, 2002	Regular Meeting-9am (12/04)

Chairman Owens said in light of recent budget restraints he felt commissioners should forgo any out of State or County travel for NACO meetings.

Motion:

Motioned to follow Chairman Owen's recommendation for commissioners not to travel outside of the County or State and adopt the meeting calendar and delete the conflicts with the NACO conferences.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner Tom Coulson.

Commissioner Hammond said the Commissioners have been elected to serve the County and should be allowed to do so by traveling to meetings to learn.

Vice Chairwoman Ward stated that it would still be acceptable for a commissioner to go to one of the NACO or NCACC meetings if they want to pay their own way. Chairman Owens agreed.

Vote Record:

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

Total Yes Votes: 7

Total No Votes: 2

Motion Passed

Consideration of Chairman's Appointments to Boards

Summary of Information

BOARDS/COMMITTEES

Airport Authority*
Board of Education (liaisons)*

Chamber of Commerce
Council on Aging*
Convention & Visitors Authority (liaison)*
Development Commission*
Global Transpark Development Comm. (3yr. Term)
Health Board (4 yr. term)
Juvenile Crime Prevention Council*
Martin Community Action*
Mental Health Area Board*
Mid-East Commission*
PCMH Board of Trustees (5 yr. term)
PCMH Board of Trustees (5 yr. term)
PCMH Board of Trustee (liaison)*
PCC Board of Trustee (liaison)*
Planning (liaison)*

Sheppard Memorial Library*
Social Services (3 yr. term)*
State-County Criminal Justice Committee
Transportation Advisory Committee*

COMMISSIONER

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

***Chairman's Appointments**

The newly elected Chairman has an opportunity to appoint the individual commissioners to serve on many of the County Boards.

Appointments to the Development Commission - Susan Banks

Summary of Information

There are four Development Commission Board members whose terms expire in December. Attached is a letter from Mr. John Chaffee concerning these Board members.

Consider for Reappointment:

1. Phil Flowers, District 4 - has served one term and is eligible for reappointment
2. Kenneth Ross, District 6 - filled unexpired term, eligible for reappointment
3. David Womack, District 5 - Clerk has initiated contact concerning attendance. Mr.

Womack has asked to continue to serve on the Development Commission stating that he did not realize that his excused absences would still count on his attendance record. He stated if allowed to continue to serve, he would be more diligent about his participation. (This is a Greenville City Council recommended position.)

New Appointment:

1. Mr. William Gibbs, District 2 - has served the maximum number of terms and is not eligible for reappointment.

Commissioner James **nominated** David Nobles for the District 2 seat to replace William Gibbs. Chairman Owens asked for other nominations. There were no additional nominations.

The Board voted unanimously to appoint David Nobles to the Development Commission as a representative for District 2.

Motion:

Approve recommendation.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Commissioner David Hammond.

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

Commissioners' Comments

Summary of Information

- Commissioner Bowen asked if the School Board had accommodated for the public to attend the joint meeting tonight.

-Commissioner James said on the issue of taxes and agriculture, the peanut allotment will lose \$38,000 in taxes. The tobacco allotment will lose about \$230,000 in taxes. All tobacco barns are being re-evaluated which is costing about \$3,500 per barn. It will eliminate a lot of germs in cigarettes. The tax assessor needs to let the people know what is in process. Commissioner James said the name on schools is very important and every school needs to be identified and needs support from the community. He used North Pitt High School as an example. He supported naming the new school, the Winterville High School. Commissioner James **motioned** to adopt a resolution saying that the Board of Commissioners would recommend that the School Board consider naming the new high school, Winterville High School. Commissioner Bowen seconded the motion.

Commissioner Johnson opposed this motion because he said it is the School Board's business. Commissioner Hammond reminded the Board that there is a joint meeting tonight and this is where it would be appropriate to express their opinion. Commissioner Johnson said each commissioner should express their own opinion. It was the consensus of the Board to allow commissioners to address this matter individually.

Adjourn

Motion:

Motion to adjourn at 9:40 a.m.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Eugene James.

Vote Record:

Tom Coulson	Yes
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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