

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
MARCH 4, 2002 MINUTES**

The Pitt County Board of Commissioners met on Monday, March 4, 2002, at 9:00 AM in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

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

Staff present:

Susan Banks, Clerk to the Board
John Bulow, Assistant County Manager
John Chaffee, Development Commission Director
Glenn Cutrell, Tax Assessor
Arlen Holt, PIO and Cable Coordinator
Glen Moore, Planning Staff
Jeff Niebauer, Tax Collector
Ward Parker, Sheriff's Department
James Rhodes, Planning Director

Call to Order

Summary of Information

Chairman Owens called the meeting to order at 9:00 a.m.

Invocation and Pledge

Summary of Information

The invocation was offered by Commissioner Eugene James.
The Pledge of Allegiance was led by Commissioner Glenn Bowen.

Approval of Agenda

Summary of Information

Motion:

**Motion to approve the agenda as submitted.
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, Jr. **Yes**

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

Presentations

Resolution for Public Information Officer - Susan Banks

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA**

RESOLUTION OF APPRECIATION HONORING

J. ARLEN HOLT

THAT WHEREAS, J. Arlen Holt has faithfully served Pitt County Government as Public Information Officer and Cable TV Coordinator from March, 1997 to March, 2002; and,

WHEREAS, J. Arlen Holt, during Hurricane Floyd and Flood Recovery from Pitt County's Emergency Operations Center, maintained effective communications between Pitt County Government, local citizens, and members of the media at the highest standard possible; and,

WHEREAS, the Board of Commissioners expresses their appreciation to J. Arlen Holt for his dedicated work on the 1998 Pitt County Special Census, by directing the project's Communications Committee and initiating the County's first bilingual recruitment and education campaigns; and,

WHEREAS, J. Arlen Holt worked closely with Commissioners and county employees to initiate the first television broadcasts of Pitt County Government meetings and events; and

WHEREAS, through Mr. Holt's abilities and tenacity in handling cable TV franchise matters, Pitt County has greatly improved cable services and revenues; and

WHEREAS, through Mr. Holt's efforts and talents, Pitt County has established a local Pitt County Government television channel, called Pitt TV; and

WHEREAS, through Pitt TV, Mr. Holt has developed informational and educational programs which bring local government programs and operations to all the citizens of Pitt County; and

WHEREAS, during his time as PIO, J. Arlen Holt worked closely with MIS to incorporate current technology into every aspect of the county's communications program, striving to improve the public image of County operations and to facilitate the flow of information between the government and its citizens; and,

WHEREAS, J. Arlen Holt has developed a web site to facilitate publicity for the Property Tax Foreclosure Program by using photographs of properties to be sold by Pitt County for non-payment of property taxes, greatly enhancing the number of individuals bidding at the property sales; and

WHEREAS, the Public Information Officer designed an updated version of the Pitt County Seal and Flag, and created the first Pitt County Logo;

NOW, THEREFORE, BE IT RESOLVED, that the Pitt County Board of Commissioners now honors and recognizes the achievements and contributions of J. Arlen Holt to the County of Pitt.

ADOPTED this 4th day of March, 2002.

PITT COUNTY BOARD OF COMMISSIONERS

Chairman Mark W. Owens, Jr.

Vice-Chairwoman Beth Ward

Commissioner Eugene James

Commissioner Terry Shank

Commissioner David Hammond

Commissioner Glenn Bowen

Commissioner Randy Royal

Commissioner Tom Coulson

ATTEST:

Commissioner Tom Johnson, Sr.

Susan J. Banks, CMC, Clerk to the Board

Chairman Owens presented the resolution to Arlen Holt, Public Information Officer, who is leaving Pitt County to go work for the United States Government as a Foreign Services Officer. Mr. Holt introduced Tanya Holt, his wife and recognized her for her support during his tenure in Pitt County.

Resolution Honoring James Turcotte by the Pitt County Board of Commissioners - Susan Banks

Summary of Information

Commissioner Glenn Bowen requested staff prepare a resolution honoring James Turcotte for his service at the Pitt-Greenville Airport.

***RESOLUTION HONORING
JAMES TURCOTTE
BY THE PITT COUNTY
BOARD OF COMMISSIONERS***

WHEREAS, for the past 28 years Jim Turcotte has served as the Pitt Greenville Airport Authority director with distinction.

WHEREAS, the Southern Region Airports Division Commercial Service Airport Manager of the year is expected to be someone who has exhibited exceptional aviation leadership. It should be someone who has tirelessly worked to promote the aviation

industry, or someone who has striven to achieve efficiencies and improved productivity with their organization.

WHEREAS, the Federal Administration Southern Region has selected James Turcotte, Manager of the Pitt-Greenville Airport in Greenville, N.C., as the Commercial Service Airport Manager of the Year 2001.

WHEREAS, Mr. Turcotte was instrumental in directing the safe evacuation of personnel and aircraft from the airport as Hurricane Floyd bore down on Greenville in September 1999. Over the next 20 months, Mr. Turcotte oversaw the repair of the airport, while assuring the new terminal building would meet hirer standards.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners honor and recognize the achievements and contributions of James Turcotte to the County of Pitt.

ADOPTED this the 4th day of March, 2002.

PITT COUNTY BOARD OF COMMISSIONERS

Mark W. Owens, Jr., Chairman

ATTEST:

Susan J. Banks, CMC
Clerk to the Board

Chairman Owens thanked Mr. Turcotte and acknowledged his contributions to Pitt County. Mr. Turcotte spoke about the work and support from the Federal Aviation. He said they came to them during that time. He said over the last years \$12 million in capital improvements and \$8 million in expense has been invested. \$109,000 came from the County and has not been a burden to the taxpayers.

Public Addresses to the Board

Summary of Information

Ms. Nancy Colville said she passed a handout to the Commissioners concerning the Board of Education's recent hiring of staff. She spoke of a director of a high school, Grant writer, Engineer, and support clerk. She spoke of the legal counsel position that was filled by a friend of Dr. Priddy, who has not passed the bar exam. She questioned the reasoning of bringing her here and questioned why they did not hire an attorney who was already qualified. Of the \$5.5 million received by the schools, \$4 million has gone into teacher supplements, salary upgrades, and other items that do not go into the classroom. These funds could have addressed a Social Services building or Alice Keene's building for community schools. She stated that money is not

the answer to the ailing of the education system. She said that they have not met the goals that were set (in the education compact) but she understands that the County will continue to put money in the program. More questions need to be asked. She said she had asked that she receive a monthly billing from Mr. Dixon for his services.

Items for Report

Manager's Report

Summary of Information

Mr. Dickerson reported that he and the Sheriff had met and the Sheriff would be hiring four detention center officers and one telecommunicator. Mr. Dickerson also reported that the increase in Medicaid had come in and Pitt County is \$2.5 million in excess of the \$8 million that was budgeted. He said this relates to three-cents on the tax rate. He stated that this a tremendous problem for Pitt County.

Mr. Dickerson reported that he had received information stating that the State was changing the deadlines and rules on how to proceed on the business plans for Mental Health.

Mr. Dickerson had Ms. Burgdorff report on a meeting she attended in reference to the E911 bill. Ms. Burgdorff stated that a meeting was held with some legislators about this bill where there were five to six speakers that were lobbyist from phone companies. She stated that their proposal was not in favor of the counties. There was a suggestion for a \$2.00 cap on the E911 fee. Ms. Burgdorff stated that the counties were requesting an expansion of the E911 bill where funds could be used for additional items. She stated the conflict in the bill comes between some counties want the bill to allow them to use the 911 fees for buildings and staff. However, the request from Pitt County, which she has been told is more acceptable, is for those fees to be made accessible for purchase of equipment for receiving 911 calls as well as equipment used for dispatching the calls. She said in Pitt County, the agencies can not communicate during emergencies.

Motion:

Motion to request support from the local legislators for the Pitt County version of the expansion of use of E911 fees.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner 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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed.

Mr. Arlen Holt stated that this was the last Board meeting that Ms. Nancy McGillicuddy would be working as the reporter from the Daily Reflector. He stated she had been a good reporter presented her with a Pitt County logo shirt.

Mr. Dickerson recognized Ms. Susanne Sartelle, the new Pitt-Greenville Chamber of Commerce President. Ms. Sartelle spoke to the Board about partnerships and their support of schools. She stated that the Chamber has decided to partner with the business community and show their support for schools as part of their governmental affairs program.

Status Report - Office of Public Information /Cable Services - Arlen Holt

Summary of Information

Public Information Officer, J. Arlen Holt, will present a status report on the activities of the Office of Public Information. Mr. Holt recognized that today was JoAnne Burgdorff's birthday.

Mr. Holt reported on Cable services and communications. He said he was pleased to announce this is the first meeting to be shown live on two cable stations at the same time. Once this is followed through, Pitt County will be the only County that has a totally interconnected system.

Mr. Holt said that Pitt-TV is available to Pitt County Schools, East Carolina University and Pitt Community College. The Public Information Office has been responsible for regulating the cable franchises, advertising program, and direct media relations program. He said that he moved forward on the channel which means there is no cost for air time and funds are now spent on production. *Connect to Pitt County* is produced by Pitt County and they use Jake Postma for production. There are numerous of board meetings shown and no tax dollars are used to support this program. Costs are balanced against cable fees collected. The department is functioning within its means and everyone has benefited. Mr. Holt gave a report on the departmental budget.

\$215,000 projected cable revenues
\$162,044 expenditures

He said he expects to exceed revenues by \$17,000 and expects to put \$70,000 more into the general fund. Cable television subscribers are paying for the service.

Mr. Holt said in addition Communications Specialist Thomas Lynch has been added to the staff. He reviewed their budget and stated that they were well under budget. Contracted Services budgeted this year is higher because they are doing more than they expected. Mental Health is really using the television for their communications. The printed advertising costs are less. They could do three television programs for the costs of one of the weekly ads in the newspaper. Advertising was well under what was budgeted. Mr. Holt said that 4-5% has traditionally been returned to the general fund. Pitt TV has proven cost effective and has helped communicate with the citizens. He thanked the County departments for picking up and using Pitt TV.

Commissioner Royal asked if the hospital has used the cable channel.

Items for Consent

Motion:

Motion for approval of consent items as presented.

Motion made by Commissioner Eugene James.

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, Jr.	Yes

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

North Carolina State Department of Transportation Request For Addition to State Maintained Secondary Road System-United Drive in United Industrial Park - James Rhodes

Summary of Information

The North Carolina Department of Transportation (NCDOT), after receiving a petition requesting that a road be added to the State Maintained Secondary Road System, investigates the situation to determine if the road meets their requirements. If after this investigation it is determined that the road meets certain criteria, the NCDOT District Engineer will request the County's endorsement for the addition by way of a resolution.

Attached is a letter from Danny R. Taylor, District Engineer, requesting the addition United Drive in United Industrial Park to the state system. Included with the letter is a resolution for your endorsement as well as a copy of the NCDOT Investigation Reports, the petitions from the property owners and a map illustrating the location of the roads.

Motion:

Approve the requests and endorse the Resolution.

Motion made by Commissioner Eugene James.
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, Jr.	Yes

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

Budget Amendment - Sheriff's Department - Ward Parker

Summary of Information

The Sheriff's Department has received funds through the state tax on controlled substances and through the federal asset seizure programs since December, 2001. These are restricted funds and are being appropriated to the respective account numbers.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
225602 528000(exp)	Law Enforcement Supplies	6609.59	
225602 539500	Training	4000.00	
225602 554000	Vehicles	16000.00	
223602 426500(rev.)	State Tax on Controlled Substance	26609.59	
State Tax on Cont. Subst.			
225601 539500(exp)	Training	4731.91	
225601 528000	Law Enforcement Supplies	3000.00	
223601 426600(rev.)	Federal Asset Seizure Revenue	7731.91	
Federal Seizure			

Motion:

**Approve budget amendment as presented.
 Motion made by Commissioner Eugene James.
 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, Jr.	Yes

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

Budget Amendment - Social Services - Adoption Incentive Program - Edward L. Garrison

Summary of Information

The NC Division of Social Services has awarded the Pitt County Department of Social Services \$27,853 from the Adoption and Safe Families Act. The funds became available because Pitt County Department of Social Services and the State of North Carolina exceeded the Federal guidelines for placing children in adoptive homes.

The funds will be used to expand the Department's adoptive programs. The funds may be used to recruit foster parents and adoptive parents, public education and awareness and other allowable activities as set forth in the NC Division of Social Services policy manuals.

These are 100% Federal funds and may not be used to supplant or replace existing programs or funding. These funds must be expended by August 31, 2002 and reported to the State by October 20, 2002. The Department will use existing staff to administer the program

and does not require any administrative funds and does not require any additional County funding.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165421 540111	Adoption Incentive Program	27,852.53	
162400 423000	Social Services Administration	27,852.53	

Motion:

The Staff recommends approval of budget amendment.

Motion made by Commissioner Eugene James.

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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Budget Amendment - Social Services - GUC Neighbor to Neighbor - Edward L. Garrison

Summary of Information

The Department of Social Services has received a notification of additional funds in the amount of \$1,426 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 Dept. 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.

The Department of Social has received donations that exceed the funds originally budgeted as revenues and expenditures. The additional funds were donated to the Department to be used for presents for the Department's foster children and other approved recipients during this Fiscal Year. The funds will be disbursed based on the guidelines and procedures set forth and requested by the donors and the Departments normal procedures.

Account Number	Title of Account	Increase
165488-560504	GUC Energy	\$1,426.00
162800-484000	Contributions & Donations	\$1,426.00

No additional County funds are requested

Motion:

**Staff recommends approval of Budget Amendment.
Motion made by Commissioner Eugene James.
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, Jr.	Yes

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

Establish Public Hearing Date for FY 2002-2003 HOME Funds - Glen Moore

Summary of Information

Currently, the HOME Program provides additional monies to supplement the County's ongoing Community Development Block Grant (CDBG) Program. Last year the program provided \$50,840 which was used to rehabilitate two additional homes as part of the CDBG. This year the program provided \$87,500, which may be used to rehabilitate up to three homes.

The proposed HOME funding for 2002-2003 is \$818,000, of which approximately \$73,000 will be allocated to Pitt County to rehabilitate two to three homes with severe needs that qualify for the program. The County's match requirement will be approximately \$18,250, or 25% of the allocation.

To allow the County's continued participation, Pitt County must hold a public hearing on a proposed budget and statement of activities. A Resolution of Adoption must be approved no later than March 18, 2002.

Motion:

**Set public hearing date for March 18, 2002.
Motion made by Commissioner Eugene James.
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, Jr. **Yes**

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

Approval of Minutes - Susan Banks

Summary of Information

January 17, 2002
 January 28, 2002
 February 11, 2002
 February 13, 2002
 February 13, 2002,
 February 18, 2002, Regular meeting

Motion:

Motion to approve minutes from meetings as noted on abstract.
Motion made by Commissioner Eugene James.
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, Jr. **Yes**

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

Budget Amendment - Mental Health - Duane Holder

Summary of Information

\$10,000 - This budget amendment appropriates prior year Medicaid cost settlement revenues to cover expenses associated with contract provider accreditation services from the NC Council of Community Programs. These services are being utilized to address internal accreditation issues and concerns.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
193209 483000	Prior Year Refund	10,000	

195209 561000

Contracted Services

10,000

Motion:

Approve Mental Health budget amendment as presented.

Motion made by Commissioner Eugene James.

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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Budget Amendment - Mental Health - Duane Holder

Summary of Information

\$12,000 - This budget amendment reflects a recurring increase of \$12,000 to existing State Developmental Disabilities Wait List funds. Funds are allocated for the purpose of subsidizing residential start-up expenses for clients on the wait list for Developmental Disabilities from the department.

Account No.	Title of Account	Increase	Decrease
193243 434300	Non-UCR State Wait List	12,000	
195243 531700	General Client Assistance – Rent	7,000	
195243 531701	General Client Assistance – Utilities	2,500	
195243 531710	General Client Assistance – Telephone	2,500	

Motion:

Approve budget amendment as presented.

Motion made by Commissioner Eugene James.

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 W. Owens, Jr.	Yes

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

Budget Amendment - Mental Health - Duane Holder

Summary of Information

\$7,865 - Funds to be appropriated to the DD Wait List budget for services provided to out-of-state (Vermont) client. Because of the client's recent move to North Carolina, Medicaid has not yet transferred. Outside agency (Vermont) has already appropriated funds in the amount of the amendment and these funds have already been received.

Account No.	Title of Account	Increase	Decrease
193243 442003	Department Fees-3 rd Party Payer	7,865	
193243 561000	Contracted Services	7,865	

Motion:

Approve budget amendment as presented.
Motion made by Commissioner Eugene James.
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, Jr.	Yes

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

Consent for Approval - 2002 Advertisement - Jeff Niebauer

Summary of Information

Order for Advertisement of 2001

Real Property for Failure to Pay Taxes

As Required by G.S.105-369 ADVERTISEMENT OF UNPAID TAX LIENS ON REAL
PROPERTY.

It is hereby ordered that the Tax Collector will cause to have published once in the local

newspapers all unpaid 2001 tax lien's on real property during the week of March 18,2002.
Advertisements will combine liens of Pitt County, City of Greenville, Town of Bethel,
Grimesland, Falkland and Village of Simpson including assessments and special district
taxes thereof.

Date: Chairman Board of County Commissioner's Mr. Mark W. Owens Jr.

Motion:

**Approve Order of Advertisement of 2001 Real Property for Failure to Pay Taxes.
Motion made by Commissioner Eugene James.
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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Items for Decision

*Approval of Criminal Justice Partnership Program Grant-Criminal Offender Reparation Program
(C.O.R.P.) - John K. Bulow*

Summary of Information

The Pitt County Criminal Offender Reparation Program (C.O.R.P.) is a program funded solely by the State through its Criminal Justice Partnership Program. C.O.R.P.'s goals are to provide a program for unemployed/underemployed offenders that combines work and educational components to encourage offenders to obtain and maintain full time employment. Each offender is assessed for substance abuse and referred to appropriate treatment programs if necessary. Identified goals for FY 02-03 include serving at least 75 unemployed offenders and screening 100% of them for drug and alcohol dependencies. All offenders will be placed in the work component with most being required to report to employment programs such as Pitt Community College's Job Seeking Skills classes that will improve their marketability.

We receive a total of \$121,792 and operate with a staff of 2 including a Director, and Work Site Supervisor. In FY 00-01 we served 74 offenders.

Mr. Bulow reported that the State has requested their budget be submitted in March. He said they expected an increase in hospitalization expenses. Michele Whaley, CORP Director, gave a summary of the CORP program. This program is completely funded by the State. They work with defenders to get training for fulltime employment. She reviewed personnel in the program. She reviewed areas that they had worked on roadside clean up countywide. They work with the towns on projects also. Goals for next year are for 50% of their clients to have gainful employment and to reduce recidivism. Budget for next year is as follows:

Salaries – Program Director	36,759
- Work Team Specialist	26,363
Wage Taxes	4,829
Fringe Benefits	
Sick Leave Payback	840
Retirement	3,081
401K	3,093
Hospitalization Insurance	9,840
Life Insurance	120
Travel	500
Contractual	17,674
Rent	4,233
Utilities	600
Telephone	2,600
Office Supplies	2,500
Office Maintenance	320
Uniforms	150
Automotive Expenses	7,440
Miscellaneous	250
Board Meal Expenses	600
Total	\$121,792

Motion:

**Recommend approval of grant as written.
 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, Jr.	Yes

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

Business Personal Property Audits - Glenn Cutrell

Summary of Information

At the January 14, 2002, Board of County Commissioners Meeting, the Board directed staff to look at companies to conduct Business Personal Property Audits this year.

Tax Management Associates (TMA), the firm that conducted audits for Pitt County between 1997 to 1999, was contacted on this issue. TMA's position is that their 1997 contract is still valid. TMA's stated that Pitt County could receive the same audit and continue under the existing contract. This action has an estimated cost savings of \$280,000 since the firm's rates have increased since 1997. The audits could start immediately and be completed within a 24 month to 36 month period. Also, TMA has issued a supplemental agreement to audit accounts that have not been listed at all. Per several reports available through their sources, they can identify accounts not showing up on the active listings.

Motion:

The Tax Assessor recommends directing TMA to continue conducting audits per the 1997 agreement and complete the process within 24 months. Accounts with \$50,000 tax value and higher would be subject to audit. Approve the supplemental agreement to conduct audits on businesses not listed in Pitt County.

**Motion made by Commissioner Terry Shank.
Motion seconded by Vice Chairwoman 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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Appointments to Board of Health - Susan Banks

Summary of Information

Therese Lawler serves a nurse on the Board of Health. Mrs. Lawler's term expired 02/28/02. Dr. John Morrow recommends Judith Kuykendall to replace Mrs. Lawler's seat. If Mrs. Kuykendall is appointed as nurse, this will leave an at-large seat vacant on the board.

Motion:

Motion to move Judith Kuykendall to the vacant nurse position to replace Therese Lawler.

Motion by Commissioner Tom Johnson.

Motion seconded by Vice Chairwoman 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, Jr. Yes

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

Motion:
Motion to postpone appointment of the at-large position.
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, Jr. Yes

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

Appointment of Chairman to the Convention and Visitors Authority - Susan Banks

Summary of Information

The City of Greenville has the responsibility of providing the Board of County Commissioners with nominations for the Chairman of the Convention and Visitors Authority. In the attached letter, the Greenville City Council has offered Susan Daughtry, Bob Simon and Austin Bunch as nominations. The Board of County Commissioners should motion to accept one of these individuals for Chairman of the Convention and Visitors Authority.

Motion:
Commissioner Glenn Bowen nominated Bob Simon.
Commissioner Terry Shank nominated Susan Daughtry

Motion to close nominations.
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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Chairman Owens called for a vote on Susan Daughtry. Commissioners Ward, Johnson, Shank and Royal voted for Ms. Daughtry. A vote was called for Bob Simon. Commissioners Owens, Bowen, James, Coulson and Hammond voted for Mr. Bob Simon. Mr. Simon was appointed as Chairman of the Convention and Visitors Authority.

Commissioners' Comments

Summary of Information

Commissioner Johnson expressed appreciation to Mr. Dickerson for being diligent on his work on the Water Resources program for Pitt County.

Commissioner Hammond said the County has been in business of building shell buildings to bring business into the County. He said he is disturbed that existing industry does not have water resources to expand their business. He said existing industries need to have necessary water and whatever the County can provide to help them should be done.

Commissioner Shank stated that during the January 25th Board meeting there were two items that were not covered and would like those added to the agenda before the budget meetings begin. Those items were the Board's priorities and the review of the capital improvement plan.

Closed Session

Closed Session - Economic Development - John Chaffee

Summary of Information

Ms. Burgdorff cited the following statutes authorizing the Board to go into closed session: G.S. 143-318.11(a)

(3) to protect attorney-client privilege.

(4) to discuss matters relating to the location or expansion of business in the area served by this body.

Motion:

Motion to go into closed session.

Motion made by Commissioner Eugene James.

Motion seconded by Vice Chairwoman 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, Jr. 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 Vice Chairwoman 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, Jr. Yes

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

Adjourn

Motion:

Motion to adjourn the meeting at 10:40 a.m.
Motion made by Vice Chairwoman Beth Ward.
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, Jr. Yes

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

Respectfully Submitted,

Susan J. Banks, CMC
Clerk to the Board