

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
APRIL 1, 2002 MINUTES**

The Pitt County Board of Commissioners met on Monday, April 1, 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::

Scott Elliott, County Manager
Susan Banks, Clerk to the Board
Melonie Bryan, Director of Financial Services
John Bulow, Assistant County Manager
Glenn Cutrell, Tax Assessor
Florida Hardy, Director of Human Resources
Bobby Joyner, EMS Director
James Rhodes, Planning Director

Call to Order

Summary of Information

Chairman Owens called the meeting to order.

Invocation and Pledge

Summary of Information

The invocation was offered by Commissioner Johnson.
The Pledge of Allegiance to the American flag was led by Commissioner Shank.

Approval of Agenda

Summary of Information

Chairman Owens welcomed the new reporter from The Daily Reflector, Cynthia Kopkowski.

Chairman Owens acknowledged the work by Phil Dickerson as Interim Manager. He stated Mr. Dickerson has done an excellent job and thanked him. Chairman Owens welcomed the new Manager, Scott Elliott to Pitt County. He asked if he would like to speak. Mr. Elliott said he is looking forward to being here and working in Pitt County. He said he will be working on the

challenges for 2003. He spoke about the budget challenges for the whole State and working on a new budget for Pitt County.

Motion:

Motion to approve agenda as submitted.

Motion made by Commissioner David Hammond.

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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Presentations

Service Awards and Reception

Summary of Information

EMPLOYEE SERVICE AWARDS

5 Years

Jason C. Campbell	Sheriff
James Jimmy M. Faulkner	Mental Health
Brian K. Griffith	Mental Health
James L. Harris	Mental Health
James Arlen A. Holt	Public Information Office
Tonya K. Leggett	Sheriff
Bonnie R. Lesko	Health
William Troy T. McCarter	MIS
John H. Morrow	Health
Lachauncey K. Staton	Sheriff
Troy E. Strickland	Sheriff
Sharon F. Theiner	Mental Health
Warren C. Thompson	Mental Health
Diana L. Weaver	Social Services

10 Years

Limuel Capehart	Detention Center
Minerva D. Freeman	Health
Sandra H. Raynor	Mental Health
Sam J. Tyson	Communications

20 Years

Janie **Denise** D. Boyd Health

25 Years

James **Dalton** D. Vincent Pitt Soil & Water

30 Years

Vickie H. Waggoner Human Resources

Mr. Elliott called the employees forward for their service awards. A reception was held following presentation of awards.

Public Hearings

Allocation of Rural Operation Assistance Program (ROAP) Funds - John K. Bulow

Summary of Information

The Board is to allocate funds received from the N.C. Department of Transportation (ROAP) for the purpose of providing transportation assistance to elderly and handicapped citizens. The County has received \$66,763 for FY 2002-2003, an increase of \$3,635. Traditionally, these funds have been allocated to the Council on Aging, the Department of Social Services, GREAT Bus, Mental Health, Eastern Carolina Vocational Center, and Creative Living Center for transportation of clients. This year the N.C. Division of the Services for the Blind has asked for \$3,300. While the purpose for which the funding is to be used is laudatory, the PATS Board, which recommends to the Board of Commissioners how the money is to be allocated, feels that the State has the responsibility to fund this need for their agency and should not ask the County for funding from a source that is intended for local agencies. Many of the local agencies are under jeopardy of facing budget reductions due to the State budget and will need these funds to maintain their current level of effort. The recommended funding is as follows:

Council on Aging	\$32,045
Department of Social Services	\$10,015
GREAT	\$ 5,341
Mental Health	\$ 6,009
Eastern Carolina Vocational Center	\$ 8,012
Creative Living Center	\$ 5,341
Total	\$66,763

The Department of Social Services will also receive \$19,134 for the "Work First" program for transportation in addition to the above funding.

Mr. Bulow gave the Board an update on the committee's progress and stated the North Carolina Services for the Blind was a new applicant. He said the committee could not recommend a State agency getting these funds since the State funding was being reduced.

Chairman Owens opened the public hearing. Commissioner Shank asked about the process to apply for these funds. She asked why the funds were allocated in the way they were set out. Mr. Bulow stated that Social Services uses Medicaid funds and Work First funds in

addition to these funds for transportation which is why more funds are provided for the Council on Aging.

The money goes directly to the agencies. The designated agency has the discretion on how to use the funds. Commissioner Bowen asked about the Creative Living Center. Mr. Bulow reported on this agency. They operated out of Eastern Carolina Vocational Center and serve about 25 people per day. Commissioner Shank stated she had received a request from HealthEast but no one is here to speak on this request. Mr. Bulow said that these funds are typically allocated to nonprofit or governmental agencies. No one from the public came forward to speak. Chairman Owens closed the public hearing.

Motion:

Approve allocation of funds as submitted.

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

Public Addresses to the Board

Ms. Nancy Colville welcomed Mr. Scott Elliott, the new Manager, stating she was a citizen of Pitt County. She came to this County in her early 30s. She said the movers and shakers do not represent the County. The silent majority is here. She spoke about keeping information from the public. She spoke about the wonderful staff available to Mr. Elliott and their years of experience.

Ann Windham said consideration needs to be given to the drug trafficking problems in Pitt County. She said it is all over Pitt County. She spoke of severe drug trafficking problems at the Smith Mobile Home Park on Briley Road. Crack/cocaine is in the trailer park and it has been there a long time. Welcome Middle School is near this trailer park. It should not be ignored. She has spoken with the Sheriff's Department and addressing this problem seems to go back to lack of funding for the Sheriff's Department. The residents in this area are afraid to speak out about these drug dealers because of fear of what they may do to them. If the public sees that law enforcement is trying to make a difference, then the public may be willing to get involved. She spoke of how the County is trying to bring industry into this County but the drug problems need to be addressed first. She has contacted the DEA in Raleigh and the FBI. She wants to know what can be done to get the drug problems off the street. She said she is trying to get the word out on this issue.

Mr. Hood Richardson, a licensed surveyor, landowner and Beaufort County Commissioner, spoke about one part of the Planning Ordinance that is causing him a problem. He said one year ago a map was submitted by him and finally approved by the Planning

Department. He said the map was approved on scale with the requirements of the General Statutes. The Planning Board approved it and told them to bring mylars and the map on the 1 inch equals 100 scale. He said instead of one page that size, now there are two pages, with a match line and it requires two slides at the Register of Deeds office. He provided the Board with an example of his concern. He said the new scale serves no purpose. In the ordinance, map scale and should conform to GS 47-30 which says that a professional can determine the scale. The Register of Deeds looks at legibility and readability. To dictate the size, is not reasonable for a professional in this field. The General Statute says a map shall be approved as submitted originally and put on record in the Courthouse. Mr. Richardson said he was told by Planning staff that he could apply for a variance but he does not want to wait another month. He asked the Board to look at the ordinance and allow the Planning Director to use discretion. Mr. Owens said the Manager and Attorney will review the matter and contact him.

Items for Report

Manager's Report

Summary of Information

No report at this time.

GFOA Distinguished Budget Presentation Award - Melonie Bryan

Summary of Information

Ms. Bryan stated she was pleased to notify the Board that Pitt County has received a national award for its budget document. The County participates each year in the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Awards Program. The County received notice on March 14, 2002 that we had been successful in earning this award for the 5th consecutive year. The distinguished budget presentation award is only held by 15 counties in the State based on the latest information available from GFOA (fiscal year 1999-2000).

To receive this award - several criteria have to be met. The document is assessed as to how well it serves as (1) a policy document, (2) a financial plan, (3) an operations guide and (4) a communications device. The budget document should be user friendly and allow a layman to better understand the operations of our government unit. The budget document for Fiscal Year 2001-2002 met these criteria and received several "outstandings" in the judged areas. Our outstanding marks were received for the charts/graphs being helpful in fostering understanding of the information presented, the information presented on fund balance (historical and future projections) and the document's table of contents being helpful in "walking" through the information.

This document is prepared annually by Loretta Lewellyn with input from all County Departments. It is truly group effort and shows how well the County functions across departments. It is a pleasure to accept this award on behalf of the County.

Ms. Bryan reported on the good news about receiving the Governor's Financial Achievement Award. There are only fifteen counties in North Carolina that hold this recognition and honor. She said two days later they were informed that they have won the GFOA for certificate achievement and this honor is held by fifty-one counties in the State. Ms. Bryan thanked the departments and her staff for their help in getting this document completed.

GFOA Certificate of Achievement for Excellence in Financial Reporting - Melonie Bryan

Summary of Information

Ms. Bryan also reported that she was pleased to notify the Board that Pitt County has received a national award for its Comprehensive Annual Financial Report (CAFR). The County participates each year in the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting Awards Program. The County received notice on March 19, 2002 that we had been successful in earning this award for the 12th consecutive year. The CAFR award is held by 51 counties in the State based on the latest information available from GFOA (audits of year ended 1999).

This Certificate is the highest form of recognition offered in the area of governmental accounting and financial reporting. Its attainment represents a significant accomplishment by the governmental unit and its management team.

This document is prepared annually by the staff of the Financial Services Department based on audited information reviewed by the County's audit firm of Martin Starnes and Associates. It is a pleasure to accept this award on behalf of the County.

Items for Consent

Approval of Consent Items

Summary of Information

Motion:

**Approve items for consent as presented.
Motion made by Commissioner Randy Royal.
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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Approval of Minutes - Susan Banks

Summary of Information

March 4, 2002
March 18, 2002

Motion:

**Approve minutes of March 4 and 18, 2002 meetings as submitted.
Motion made by Commissioner Randy Royal.
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, Jr. Yes

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

Approval of Deputy Finance Officer Status - Melonie Bryan

Summary of Information

Nathan Pipkin was hired in July to replace Dee Bowling as the County's Financial Services Manager. In this role, he acts in the absence of the Director of Financial Services. Therefore, he needs to have Deputy Finance Officer status to sign documents for the County. We have designated deputies in the Sheriff's Department and in the three Human Service areas for this same reason.

Motion:

Approve Deputy Finance Officer status for Nathan Pipkin
Motion made by Commissioner Randy Royal.
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, Jr. Yes

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

Establish Public Hearing Date for Comprehensive Land Use Plan Update - James Rhodes

Summary of Information

Since last June, the Planning Board and staff with assistance from The Wooten Company have developed an update to the County's 1990 Comprehensive Land Use Plan. This effort has entailed discussions during the monthly Planning Board meetings, holding two series of public forums (seven meetings total), coordination with municipal officials, and a public hearing at the March 20th Planning Board meeting. Following the public hearing, the Planning Board

unanimously recommended that the Board of Commissioners adopt the Comprehensive Land Use Plan Update and associated future land use map. Staff recommends holding a public hearing at the April 15th Board meeting to consider the adoption of the plan and map.

Motion:

Establish April 15th public hearing date for consideration of the Comprehensive Land Use Plan Update and associated future land use map.

Motion made by Commissioner Randy Royal.

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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Budget Amendments - Public Health - John H. Morrow

Summary of Information

The Public Health Department has three budget amendments for consideration:

(1) \$ 1250.00 - Environmental Health - The State has appropriated funds for staff training in lead poisoning prevention.

(2) \$ 394.00 - Food & Lodging - The State has increased its appropriation for the Summer Food Service Program.

(3) \$15120.00 - Immunization Action Plan - GlaxoSmithKlin has made a contribution of \$28,000. to support our vaccination/immunization initiative. The balance of the donation will be used in FY02/03.

No county match is required for any of these budget amendments.

Account No.	Title of Account	Increase	Decrease
153111 436511	DENR Funds	1250	
155111 560001	Lead Poisoning Prevention	1250	

Motion:

Adopt budget amendments as presented.

Motion made by Commissioner Randy Royal.

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, Jr.	Yes

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

Designation of the County Manager's Office as the Lead Agency for the administration of the Home and Community Block Grant (Aging Services) - John K. Bulow

Summary of Information

For many years the County Manager's office has functioned as the lead agency for the Home and Community Care Block Grant (Aging Services) The Office does the administration for the grant and brings to the Board of Commissioners a recommendation as to how funds will be allocated to agencies. Although the budgeted amounts for next fiscal year are not know to date, it is expected that funds to this grant, which is a combination of Federal, State, and County funds, will be reduced 3%. The County portion is usually budgeted as part of the receiving agency's normal budgeted allocation.

Motion:

Motion made by Commissioner Randy Royal.
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, Jr.	Yes

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

Releases and Refunds Greater Than \$100 - Glenn Cutrell

Summary of Information

February 2002 - Total County Releases (Greater Than \$100) - 111 - \$ 24,128.76
February 2002 - Total Greenville Releases (Greater Than \$100) - 35 - \$ 8,015.91

Total Refunds (Greater Than \$100) - 2 - \$ 356.85
Grant Buick - \$ 169.33
Dean, Joni O. - \$ 187.52

Motion:

Approve as submitted.

Motion made by Commissioner Randy Royal.

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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Budget Amendment-Mental Health (PORT/Majors Contracted Services) - Duane Holder

Summary of Information

\$100,000-Amendment to existing program budgets to fund Medicaid contracts for child placements. The programs have seen an increase in the amount of services needed for At-Risk Children with Substance Abuse diagnoses.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
193233-434000	PORT/MAJORS Medicaid	60,000	
193234-434000	PORT Medicaid	40,000	
195233-561000	Contracted Services	60,000	
195234-561000	Contracted Services	40,000	

Department Justification: (Please provide detailed explanation)

Increase Medicaid Revenue Line-item for Majors & Port to compensate for services rendered in Majors & Port due to the number of clients seen in this department has greatly increased, therefore requiring more services.

Motion:

Approve budget amendment as presented.

Motion made by Commissioner Randy Royal.

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, Jr. **Yes**

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

Budget Amendment-Mental Health- MAJORS - Duane Holder

Summary of Information

\$89,000-Recurring addition of state funds to existing MAJORS program. Funds are expenditure-based and can only be used to fund positions to provide substance abuse services to MAJORS eligible children. The department will provide these services through contracts rather than adding additional personnel.

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
193233 433403	Non-UCR Child (State Majors Funds)	89000	
195233 519900	Professional Services	89000	

Department Justification: (Please provide detailed explanation)

\$89,000 recurring addition of state funds to existing MAJORS program. Funds are expenditure-based and can only be used to fund positions to provide substance abuse services to MAJORS eligible children. The department will provide these services through contracts rather than adding additional fte's.

Motion:

Approve budget amendment as presented.
Motion made by Commissioner Randy Royal.
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, Jr. **Yes**

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

Items for Decision

Establish date and time for Public Hearing - Local Option Sales Tax - Melonie Bryan

Summary of Information

Senate Bill 1005 (State Budget Act of 2001) authorized a temporary state 1/2cent sales tax. This tax runs from October 2001 through June 2003. At that time, the counties have the option of continuing this tax as a local option sales tax. Therefore, while it will be a newly imposed local tax, it will be a continuation of a sales tax the citizens have been paying since October 2001.

Coincidentally, as of July 1, 2003, the state will discontinue several local reimbursements (inventory taxes, intangibles tax, elderly homestead exemption and sales tax on food stamps). The local option implementation of the sales tax will be the replacement revenue for the discontinued reimbursements.

In Pitt County, the loss of reimbursements would be about \$4.2million (County and Municipalities) with over \$2.9 million being the loss to Pitt County Government annually. The sales tax is expected to generate sufficient revenues to cover the reimbursements and allow for additional growth. However, if the tax doesn't generate at least the amounts received through the reimbursements, a hold harmless provision exists until the revenue stream meets the reimbursement target.

In the past, a major complaint voiced about the state reimbursements was that the amounts had been frozen since the early 1990s. Sales taxes are annually growing revenues. Therefore, if we replace the reimbursements with a local option sales tax, the County should see revenue growth each year. State estimates show that the tax should generate an additional \$1 - \$1.5million (above the reimbursement amount) for use in the Fiscal Year 2003-04 budget.

The County has the responsibility for imposing the tax - should we not continue the tax, the municipalities will not be able to impose it themselves. Therefore, all jurisdictions would lose their state funds as well as have no replacement revenue source. Attached are copies of the adopted resolutions from the Pitt County Mayors' Association and the Greenville City Council. Mayor Doug Jackson will present the resolution from the Mayors' Association to the Board of Commissioners.

The tax can be imposed through two methods:

- *By resolution after a public hearing
- *By voter referendum.

Ms. Bryan asked the Board to schedule a public hearing on the local option sales tax. She stated these funds would be replacement funds for losses from the State withholding reimbursements. She said this would be replacement review with a growth factor. This tax could generate \$1 to \$1.5 million for Pitt County. The Mayors Association has gone on record requesting support of this local option sales tax.

Doug Jackson, Winterville Mayor, Michael House, Ayden Mayor, Rick Miller, Greenville Mayor Pro Tem, and Frank Hemingway, Bethel Mayor as well as town managers were present in support of the local option sales tax. Mr. Jackson spoke on behalf of the Mayors Association and their support for the local option sales tax. Ms. Mildred Council, Council member from the City of Greenville was also present. Ms. Bryan stated that the local government reimbursements have been phased out and the local option sales tax is a more secure revenue source. Ms. Bryan said the Board of Commissioners have supported in this proposal in the past. This tax would be effective July 1, 2003. The municipalities also need a general idea of revenues that they will have to provide services.

Motion:

Set Public Hearing for Monday, April 15, 2002 at 9:00 and adopt resolution to forward to the State supporting the Local Option Sales Tax.

Motion made by Commissioner Eugene James.

Motion seconded by Vice Chairwoman Beth Ward.

Vote Record:

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
Tom Coulson	No

Total Yes Votes: 8

Total No Votes: 1

Motion Passed

Report on the EMS Tax and set a public hearing date. - Bobby Joyner

Summary of Information

All municipalities have adopted the resolution on the EMS Tax. The Board of Commissioners needs to set a date for a public hearing.

Mr. Joyner thanked the municipalities for adoption of EMS resolution and ready to move forward. He said the Board needs to set a date for a public hearing and then notices must be mailed to the citizens. He suggested May 13, 2002 at 7pm for a public hearing on the EMS tax. The hearing would be held in the Commissioners' Auditorium.

Motion:

Motion to set public hearing date for May 13, 2002 to be held at 7:00 p.m. in the Commissioners' Auditorium.

Motion made by Commissioner Randy Royal.

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

Appoint Ambulance Service Advisory Council - Bobby Joyner

Summary of Information

Appoint the following individuals to the Ambulance Service Advisory Council for a 3 year term.

Tom Czaplijski, Administrator for Pitt Memorial Hospital
Juan March, Physician for Pitt County Memorial Hospital Emergency Department
John K. Bulow, Representative from County Government
Gwen Wilson, Emergency Department Nurse
Russell H. Rhodes, Citizen at Large
Thurman D. Joyner, Emergency Medical Services Educator
Thomas K. Willis, President of the Pitt County Rescue and Emergency Medical Services Association

Motion:

Motion to support staff recommendation and appoint the proposed individuals to the Ambulance Services Advisory Council for three year terms.

Motion made by Vice Chairwoman Beth Ward.

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

Appointments to the Pitt County Board of Adjustment - Susan Banks

Summary of Information

Joseph Moore (District 2) and Alexander Weaver (Alternate Member-District 2) terms expire April 2, 2002. Both members are eligible for reappointment. A list of applicants is also attached for the Board's review.

Motion:

Motion to reappoint Joseph Moore and Alexander Weaver to the Board of Adjustment.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner David Hammond.

Vote Record:

Beth Ward	Yes
Tom Coulson	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

Reappointments to Breastfeeding Advisory Committee - Susan Banks

Summary of Information

Catherine Sullivan is requesting appointments/reappointments to the Pitt County Breastfeeding Advisory Council. It has come to the attention of the Council that we have several members who have moved or their term is near or past expiration. We would like to make the following recommendations for continued service: Mildred Carraway, Lucy Freeman, Nancy Moss. We would like to recommend the following individuals for service to our council: Deb Pomeroy and Peggy Sessoms.

Motion:

Accept recommendation from Breastfeeding Advisory Council for appointments to the Council.

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, Jr.	Yes

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

Appointment to Board of Health - Susan Banks

Summary of Information

The Board needs to make an appointment to vacant seat #9 (At Large position) on the Board of Health. Applicant Interested list attached.

Motion:

Commissioner Johnson nominated Joan Wynn. Motion to close nominations and accept Joan Wynn as the individual to fill the vacant seat on the Board of Health.

**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

Reappointments/Appointments to the Pitt County Child Fatality Prevention Team - Susan Banks

Summary of Information

John Morrow, Health Director is recommending that Sgt. Karen Kilpatrick be reappointed to the Child Fatality Team as the Law Enforcement Officer. Sgt. Kilpatrick has stated there was no one available at this time in their department to serve on this team and she would be willing to do so once again.

Dr. Morrow recommends Mr. James McCotter to the Child Fatality Team as the Emergency Medical Services Provider, or Firefighter.

Dr. Morrow recommends the reappointment of Ms. Julia Raper, with PCMH Trauma Service and Dr. Nancy Moss, Director of Nurse Midwifery Program, ECU School of Nursing, to the Child Fatality Team as At-Large members.

The Child Fatality Team has two additional vacant positions. Ms. Kim Grubb was recommended to replace Eve Rogers. Mrs. Rogers suggested Ms. Grubb would be a good candidate for the team. Mr. Jim Cox was recommended to replace Dr. Gary Lowe. Jennifer Smith, who currently serves on this Board and the Social Services Board, stated her support for Mr. Cox.

Motion:

Motion to follow recommendations to reappoint Sgt. Karen Kilpatrick, Julia Raper and Dr. Nancy Moss and appoint James McCotter, Kim Grubb and Jim Cox as new members to the Pitt County Child Fatality Prevention Team.

**Motion made by Commissioner David Hammond.
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, Jr. Yes

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

Reappointments to the Bethel Planning and Zoning Board - Susan Banks

Summary of Information

Greg Zephir, Bethel Town Manager has provided a letter recommending reappointment of the following members: Almyra Watson, Ron Ragland, and Dorothy Roberson. These appointments are for three-year terms and their past attendance has been one hundred percent. The Bethel Planning and Zoning Board meets only on a called basis. This board has met approximately three times in the past two years.

Motion:

Motion to reappoint Almyra Watson, Ron Ragland and Dorothy Roberson as ETJ members to the Bethel Planning and Zoning Board.
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

Commissioners' Comments

Summary of Information

Commissioner Shank thanked the Chairman for postponing the budget agenda items for reconsideration since she was absent and asked that they be put back on the next agenda. Commissioner Royal addressed Mr. Elliott and welcomed him to Pitt County.

Closed Session

Personnel and Privileged Information - Florida Hardy

Summary of Information

Go into closed session under General Statute 143-318.11(a)(1) to prevent the disclosure of privileged information, (3) to protect the attorney-client privilege, and (6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

Motion:

Motion to go into closed session pursuant to General Statute 143-318.11(a)(1)(3) and (6).

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

Summary of Information

Motion:

Motion to return to open session.

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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Adjourn

Summary of Information

Motion:

Motion to adjourn the meeting at 10:30 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, Jr.	Yes

Total Yes Votes: 9

Total No Votes: 0

Motion Passed

Respectfully Submitted,

Susan J. Banks, CMC
Clerk to the Board