

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

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

Commissioners present:

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

Commissioners Absent:

Terry Shank, Commissioner

Staff present:

Scott Elliott, County Manager
Susan Banks, Clerk to the Board
Melonie Bryan, Director of Financial Services
Debra Dihoff, Mental Health Area Director
Bobby Joyner, EMS Director
Mitch Smith, County Extension Director
John Bulow, Assistant Manager
JoAnne Burgdorff, County Attorney

Call to Order

Chairman Owens called the meeting to order.

Invocation and Pledge

Meeting Notes

The invocation was offered by Vice Chairwoman Ward
The Pledge of Allegiance was led by Commissioner Bowen.

Approval of Agenda

Meeting Notes

Commissioner Johnson stated that because Commissioner Shank was not present he would like to remove the item for decision G4, concerning the ABC Board, until the next meeting. He said this is a controversial item and should be delayed until all board members could be present. Commissioner Hammond opposed the delay. Commissioner James said the information he had seen went back to 1990 and he needs some information that goes further back, which was not available at this meeting. He said he wanted to know who authorized the ABC Board members to receive hospitalization when it was initially implemented. Mr. Elliott presented a chronological order of events on the ABC Board information. He said he had worked with Ms. Banks on the chronology of events in this matter. He said the information shows when

the ABC Board approved the insurance but prior to that there was no record of this Board of Commissioners approving the insurance. Commissioner James said he was not concerned about the employees but his issue was with the ABC Board members receiving insurance.

Commissioner Hammond spoke about the actions listed for March 21 and April 2 of 1990 and the lifetime health benefits for Charles Waller. He said this needed to be resolved and he was not supportive of postponing it any longer. He said the Board had already received information about how other boards have been compensated. Chairman Owens said the issue is whether or not to leave this item on the agenda.

Motion:

Motion to remove the item concerning the ABC Board.

Motion made by Commissioner Tom Johnson.

Motion seconded by Vice Chairwoman Beth Ward.

Vote Record:

Mark Owens, Jr.	No
Beth Ward	Yes
Glenn Bowen	No
Tom Coulson	No
David Hammond	No
Eugene James	No
Tom Johnson	Yes
Randy Royal	No

Total Yes Votes: 2

Total No Votes: 6

Motion Failed.

Motion:

Motion to approve the agenda with the removal of items 5 and 7, which were budget amendments. The budget amendments were moved to items for decision because there were questions concerning these amendments.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Randy Royal.

Motion Passed Unanimously.

Public Addresses to the Board

Meeting Notes

Betty Moore said she questioned the ABC Board request for lifetime benefits being a just reward. She reviewed figures concerning the ABC Board members including their travel, health premiums, and other benefits. She stated that a board member that served for twenty-five years could earn \$45,000. As the chairman, at \$2400 per years, they could earn \$60,000 for twenty-five years of service. She asked how the Board of Commissioners could justify paying health insurance for retiring ABC board members when they have already received a salary. She said this is a reward that is given to employees who serve twenty to twenty-five years in a full-time job. She asked if tax dollars should be paid for someone, saying this has been their lifetime work, when you have employees who have worked this amount of time.

Items for Report

Manager's Report - Scott Elliott

Information Provided with the Agenda

ECVC Banquet, November 7th, 6:30 pm, Hilton Greenville
Reception for Retiring Legislators, November 19, 5-7, Hilton Greenville
Joint Meeting with Board of Education, November 25, 6 pm, Agricultural Center

Department Spotlight - Mental Health, Developmental Disabilities, and Substance Abuse - Debra Dihoff

Information Provided with the Agenda

Debra Dihoff, Director, will be presenting the Department Spotlight for Mental Health at the Board's November 4th meeting.

Meeting Notes

Ms. Debra Dihoff shared a Powerpoint presentation and then video clip on the mental health programs. Chairman Owens informed the public that these spotlights are an effort to bring the information to the public about the programs offered by the County. Commissioner Johnson said that one point that was made is that these individuals with substance abuse take a great deal of time and money.

Resolution of Recognition for Mental Health Staff - Mark Owens

Information Provided with the Agenda

Commissioner Beth Ward requested that a resolution of recognition be prepared for the Mental Health Staff for their work towards the Mental Health certification (Council on Accreditation). If the Board agrees, the resolution will be adopted and presented.

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

**RESOLUTION OF RECOGNITION TO
THE EMPLOYEES OF THE
PITT COUNTY MENTAL HEALTH CENTER**

WHEREAS, the Pitt County Board of Commissioners acknowledges the commitment and extra efforts by the Pitt County Mental Health employees to achieve the Council on Accreditation (COA) certification received on July 31, 2002; and

WHEREAS, this project was of extreme importance to the Mental Health Center and the County of Pitt in order to accomplish State compliance and the financial ability to collect third party revenues; and

WHEREAS, a complete review of policies and practices was undertaken in a compressed environment; and

WHEREAS, this review led to many changes at a time when the agency was undergoing a dynamic transition in leadership and direction; and

WHEREAS, employees maintained caseloads, improved business practices, and prepared for reform under the State mandate, and yet still worked to attain this certification; and

WHEREAS, many hours of extra effort were dedicated to achieving this prestigious certification as the staff worked as a cohesive team to accomplish this task.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners hereby thanks the employees of the Pitt County Mental Health Center for their diligence and commitment to excellence that resulted in the Center being certified by this national council.

ADOPTED this the 4th day of November, 2002.

Mark W. Owens, Jr., Chairman

ATTEST:

Susan J. Banks, Clerk

Meeting Notes

Chairman Owens referenced the resolution to the Mental Health staff and board members and presented it to Ms. Dihoff. Commissioner Royal said that as a member of the Mental Health board, this is a distinguished recognition. This was accomplished in the middle of HB381 and he wished to personally congratulate the board of directors and Ms. Dihoff for a job well done. This program is one of the best in the country. Commissioner Bowen thanked the County Manager for the department spotlight. Commissioner Hammond congratulated the entire staff and board.

Motion:

Motion to adopt Resolution of Recognition for Pitt County Mental Health staff.

Motion made by Vice Chairwoman Beth Ward.

Motion seconded by Commissioner Randy Royal.

Motion Passed Unanimously.

COA Update - Debra Dihoff

Information Provided with the Agenda

Profile

The Council on Accreditation for Children and Family Services (COA) is an international, independent, not-for-profit child and family-service accrediting body. COA accreditation is a process of measuring an organization's compliance with national standards of best practice that have achieved professional and consumer consensus. Currently, COA accredits or is in the process of accrediting more than 1, 200 private and public organizations that serve 6,000,000 individuals and families in the United States and Canada.

COA - accredited organizations are notable for:

- The quality of their services
- A strengths-based focus on the person or family served
- A collaborative relationship with the community and with other organizations within the community
- A respect for diversity and the assumption of responsibility to provider service in a culturally competent way

- A commitment to accountability to those who purchase and use their services and to producing positive outcomes

Standards

There are two broad categories of standards: generic organizational standards and service standards.

Generic standards- encompasses those aspects of operations that apply to all organizations regardless of the number and type of services the organization delivers. There are policies and practices of governance, fiscal management, personnel management, or service planning that is common to all organizations (9 generic standards areas)

Service standards - additional requirements for each specific service area. These include standards related to access, service delivery, and human resources and outcomes measurement. For example, there are requirements and responsibilities to be met in a residential treatment program that are different from those in Substance Abuse Services. (We were subject to 13 service standard areas.)

Why be accredited?

The State of North Carolina decided in 1998 that all public mental health systems would need to receive national accreditation through COA in order to maintain their eligibility to receive State funds and Medicaid. Pitt receives around 8 million in State funds and about the same in Medicaid. The State felt this to be a key element in the quality, credibility and accountability of the community board public system.

Had we not received accreditation, we would not be eligible to receive any State or Medicaid dollars.

Process

Mental Health began preparation for COA in the Spring of 2000 against a time clock of June 2002 when our State accreditation was due to expire. Two years is a very short time to achieve this necessary amount of change. We achieved accreditation on July 31, 2002 and it will remain until July 31, 2006. The process included every staff member in one way or another. There are literally thousands of standards.

The Accreditation process includes the basic elements found in most accreditation systems:

- Self-study completed by the organization
- objective evaluation of report by Accreditation
- on-site evaluation done by accreditation team
- Public identification of accredited organization
- accreditation report on the organization's compliance with the standards
- monitoring of organization's to ensure continued compliance

Benefits of Accreditation

-identifies organizations in which consumers can have confidence
-enables organizations to meet measurement and reporting requirements of payors and regulators

- identifies organizations worthy of public private funding support
- demonstrates accountability in management of resources
- protects organizations against pressure to lower standards
- builds staff morale and increases program effectiveness
- provides a solid risk-management strategy
- organization obtains one accreditation review, which covers multiple services
- Allows us to receive State & Medicaid funding

Summary

Local Leaders: "Pitt Mental Health has developed a whole new work culture, fully embraced by all of the staff, to center our services around the needs and choices of those we serve by working in partnership to improve their quality of life. This progress is completely due to the quality of staff that we have here at Pitt. It was an almost impossible task to change to the degree that we needed to change, but, thanks to the dedication and high caliber of our staff, we accomplished what few others could in a very short period of time."

State Leaders: According to NC Council of Community Programs Executive Director, Carol Duncan Clayton, "National accreditation represents a major milestone toward demonstrating a high standard of quality in community MH/DD/SA services, bringing uniformity to these standards, and ultimately, standardizing how area programs operate and demonstrate accountability to the State and local funders and consumers."

National Perspective: COA's program of quality improvement is designed to identify those providers that have set for themselves high standards for performance, and have made a commitment to their constituents to enhance the effectiveness of the service they deliver. COA is proud to welcome Pitt County Mental Health, Developmental Disabilities and Substance Abuse Program to the Community of Excellence, that unique group of providers that meets the highest standards for professional performance. We are proud to be associated with you and your colleagues. We wish you the very best in your continuing service to persons in your community.

Meeting Notes

Ms. Dihoff stated that Ms. Elizabeth Carrie flew in from New York City for the presentation of the COA. Ms. Carrie is the Director of Governmental Relations. Ms. Elizabeth Carrie stated that she represents a twenty-five year old organization. She said that programs having the COA designation is an elite group considering the number of programs. It is no easy task getting the national accreditation. They open every file, they hold to really in-depth scrutiny and are measured against national standards. The Council of Accreditation comes onsite and looks at everything and rates everything. All of their programs were in compliance with the national best practices and they have joined the community of excellence.

Mr. Michael Byrnes said he was present and speaking for Dr. Richard David Visingardi, Director of North Carolina Department of Health and Human Services. Ms. Dihoff and Ms. Carrie have explained this process well. Ms. Dihoff has provided leadership and should be commended. He said he had seen several programs achieved success after many radical changes in their cultures and structures. The Pitt Area Program needs to be highlighted and acknowledged for some of their struggles through this process. There were leadership and manager changes, staff reductions, budget changes, HB 381 and Hurricane Floyd all going on while the staff was trying to complete the task of this certification.

Report on Emergency Medical Services Advisory Commission - Bobby Joyner

Information Provided with the Agenda

Attached is the schedule to complete the Pitt County Emergency Medical Services Plan. This was approved by the Emergency Medical Services Advisory Commission on October 10, 2002.

Schedule to Complete the Pitt County Emergency Medical Services Plan

APPROVED 10-10-2002

Pitt County is required by G.S. 143-508 (b) to submit an Emergency Medical Services Plan describing the established Emergency Medical Services (EMS) in Pitt County. Under these rules as established in Title 10, Chapter 3, Subchapter 3D, Section .2601, and the guidelines for plan development as provided by the State Office Emergency Medical Services, the

County can submit a plan as a "standard" system or a "model" system. With a "model" system a county is committing to a higher level of care than that of a "standard" system. With the structure of the current Pitt County EMS system, it would not be practical at the present time to seek certification at the "model" level. This is due to the various volunteer squads in Pitt County not providing a consistent level of certification. As the plan is developed it will contain some elements of a "model" system even though it is not required, however, as the County EMS system is enhanced in future years; it is a goal to reach this status.

The plan is scheduled to be completed by May 1, 2003.

1. System Overview

Present to EMS Advisory Commission on October 10, 2002 to review.
The Commission will need to review, modify and make recommendation.
Approve by October 24, 2002.

2. Communications System

Present to EMS Advisory Commission on October 10, 2002 to review.
The Commission will need to review, modify and make recommendation.
Approve by October 24, 2002.

3. Medical Oversight

The responsibility for production of this section is delegated to the Medical Director. He has been asked to provide this information to the Commission by November 7, 2002.
The Commission will need to review, modify and make recommendation.
Approve by November 21, 2002.

4. Vehicles, Equipment, Supplies

This section will need to be discussed on December 5, 2002.
The Commission will need to approve this by January 9, 2003.

5. Method for recording inspection repair, cleaning and routine maintenance of vehicles

This section will need to be discussed on December 5, 2002.
The Commission will need to approve this by January 9, 2003.

6. Personnel

This section concerns the credentialing of EMS personnel.
To be provided to Commission and staff by Pitt Community College by January 9, 2003.
The Commission will need to review, modify and make recommendations and approve this by January 23, 2003.

7. Data Collection

This section concerns the pre-hospital data collection as compiled from the Ambulance Call Reports (ACR).
This section will be compiled by staff and will be completed by February 6, 2003.
The Commission will need to review, modify and make recommendations.
Approve by February 20, 2003.

8. Containing Education

This section concerns the continuing education of EMS personnel.
Information will be provided by Pitt Community College staff on the manner in which this will be accomplished by January 9, 2003.
The Commission will need to review, modify and make recommendations.

Approve January 23, 2003.

9. Review by staff

After completion of the draft, the plan will be reviewed by County staff for input (Legal, Emergency Services, Finance, & Manager i.e.) by March 6, 2003.

10. Completed document presented to EMS Advisory Committee

The completed document will be presented to the EMS Advisory Commission by March 20, 2003, for final approval and recommendation to the Board of Commissioners.

11. Public Hearing

A public hearing to review the document will be held on March 27, 2003 at 7:00 p.m. in the Commissioners meeting room on the second floor of the County Office Building.

12. Present plan to County Commissioners

The plan will be presented to the Board of Commissioners for approval April 7, 2003.

Should modifications to the plan be necessary they would be made. The final plan will be submitted to the Board of Commissioners for final approval April 21, 2003.

13. Send Plan to State

The plan will be sent to the North Carolina Office of Emergency Medical Services May 1, 2003.

Meeting Notes

Mr. Joyner provided the timeline for the EMS Advisory Committee's tasks as previously outlined. He reviewed the schedule to complete the EMS Plan. Steps are from State guidelines that must be included in the plan. Vice Chairwoman Ward said that she is one of the committee members and they are working hard looking at Pitt County EMS services and preparing to make recommendations to the Board when the time comes. Commissioner James said that the newspaper has not been giving proper explanations of what the County is doing. He thanked the Manager for writing the newspaper about what the County was doing with the EMS system.

Items for Consent

Motion to approve items for consent

Motion:

Motion to approve items for consent with the exception of budget amendments on grants and technology center.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Refunds Greater Than \$100 - Glenn Cutrell

Information Provided with the Agenda

Total Number of Refunds Greater Than \$100 - (2) - \$ 2,160.73

Southtrust Bank NA - \$ 162.23

Stevenson, George & Susan - \$ 1,998.50

Motion:

Approve as submitted.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Social Services - Budget Amendment - Day Care - Edward L. Garrison

Information Provided with the Agenda

The Department of Social Services has received notification of additional funding of \$326,244 for the Day Care program. The Department will use the additional funds to assist clients with their day care for the remainder of the fiscal year.

The Department is requesting a budget amendment to increase the Day Care line item by \$326,244.

These are 100% State and Federal funds and no County funds are required.

Department: SOCIAL SERVICES Date of Request: 10/21/02

FY Budget: FY 02/03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165421-531401	DAY CARE CHILD	326,244	
162400-433061	DAY CARE PAYMENTS	326,244	

Department Justification: (Please provide detailed explanation)

The Dept. has received notification of the additional funding for the regular Day Care program for FY 02/03.

Motion:

Staff recommends approval.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Health Department Budget Amendment - March of Dimes - John H. Morrow

Information Provided with the Agenda

Increase March of Dimes budget by \$2,259.00. This was grant money from prior year carried over to current fiscal year. Also realigning budget expenditure items.

Department: Health Date of Request: October 16, 2002

FY Budget: 02/03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
153183 484000	Contributions & Donations	2259.00	
155183 534100	Printing	150.00	
155183 539500	Training / Conference	337.00	
155183 525000	Automotive Expense	2750.00	
155183 531200	Travel General		978.00

Department Justification: (Please provide detailed explanation)

Increase March of Dimes budget by \$ 2,259.00. This was grant money from prior year carried over to current fiscal year. Also realigning budget expenditure items.

Routing: AIMS consent
Finance

* Denotes new account number.

Motion:

Approval of budget amendment as submitted.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Health Department Budget Amendment - Bioterrorism Lab - John H. Morrow

Information Provided with the Agenda

Increase DHHS funds by \$2,700.00 warranted by FY2002-2003 Agreement Addenda/Budgetary Estimates revision #3 dated September 5, 2002.

Department: Health - Bioterrorism Lab Date of Request: Sept 23, 2002

FY Budget: 02/03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
153191 436500	DHHS Funds	2,700	
155191 549999	Reserve: Fixed Charges/Operating	2,700	

Department Justification: (Please provide detailed explanation)

Increase DHHS funds by \$2,700 warranted by FY2002-2003 Agreement Addenda/Budgetary Estimates revision # 3 dated September 5, 2002.

Motion:

**Approval of budget amendment as submitted.
Motion made by Commissioner Randy Royal.
Motion seconded by Commissioner Eugene James.**

Motion Passed Unanimously.

Budget Amendment - Industrial Development - Melonie Bryan

Information Provided with the Agenda

This amendment appropriates a Global Transpark Flex Grant to be passed through Industrial Development's budget for use by DSM High Performance Fibers.

Department: Industrial Development Date of Request: 10-22-02

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
262400 436000	Non Federal Grant	25,000	
269200 568906	DSM-HPF	25,000	

Department Justification: (Please provide detailed explanation)

Appropriation of a Global Transpark Flex Grant for DSM High Performance Fibers.

Motion:

**Approval of budget amendment as presented.
Motion made by Commissioner Randy Royal.
Motion seconded by Commissioner Eugene James.**

Motion Passed Unanimously.

Declaration of Surplus Assets and Permission to hold Auction on November 16, 2002 - Melonie Bryan

Information Provided with the Agenda

As you are aware, Pitt County Government had been utilizing space at the Technology Enterprise Center for storage. With the leasing of additional space to tenants, we no longer have that option for storing excess furniture and fixtures. While an addition was constructed on the Building & Grounds facility, it only has 1/3 of the square footage of our previous storage space. Therefore, staff has decided it is in our best interest to hold a fall auction to reduce the amount of surplus assets we have on hand and create future storage capacity.

The sale will be held on the County PackHouse site on County Home Road on Saturday, November 16, 2002 beginning at 9:00am.

VEHICLES

1991 Plymouth Acclaim
1997 Ford Crown Vic
1997 Dodge Intrepid
1992 Ford Tempo

1988 Chevrolet Caprice
1991 Ford Crown Vic
1997 Dodge Intrepid
1992 Ford Tempo

FURNITURE & EQUIPMENT

Beds, end tables, armoires	Washer and Dryer
Office furniture - desks, chairs, filing cabinets	Ice machine
Tables – multiple sizes	Electric Stove
Conference table	Gun Rack
Cabinets – multiple sizes	Water Coolers
Student desks	Couches – Chairs
Stackable chairs	Micro-film Readers
Shelving	Shelving suitable for mailroom sorting
Doors	Stainless Steel Buffet Warmer
Computer Equipment	

Motion:

Declare attached list of items as surplus and authorize sale on November 16, 2002.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

*Designation of Deputy Finance Officer Status - John Reed - Public Health Business Officer -
Melonie Bryan*

Information Provided with the Agenda

Each of the major departments has an employee with designated Deputy Finance Officer status. This employee authorizes purchase orders, signs reports, etc. on behalf of the department. In the three Human Service Agencies, this position with the delegated status is typically the Business Officer. Public Health has recently hired John Reed as its business officer and, after working with him, I am recommending this status be conferred on him.

Motion:

Designate John Reed as a Deputy Finance Officer with signatory authority on behalf of the Public Health Department.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

*NCDOT Request For Addition to State Maintained Secondary Road System
West Star Street, Union Street and Rivit Street in West Star Industrial Park - James Rhodes*

Information Provided with the Agenda

The North Carolina Department of Transportation (NCDOT), after receiving a petition for road addition 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 additions of West Star Street, Union Street and Rivit Street within West Star Industrial Park to the state system. Included with this letter is a resolution for your endorsement as well as copies of the NCDOT Investigation Report, the petition from the property owners and a map illustrating the location of the roads.

NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION
REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM

North Carolina
County of Pitt

Road Description West Star Street, Union Street, and Rivit Street in West Star Industrial Park

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Pitt requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the system.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Pitt that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Pitt at a meeting on the _____ day of _____, _____.

WITNESS my hand and official seal this the _____ day of _____, _____.

(Seal)

Clerk, Board of Commissioner
County of Pitt

(Signature)

Form SR-2 (7-77)

PLEASE NOTE:

Forward direct with request to the Division Engineer, Division of Highways

61-03398

Motion:

Approve the request and adopt the resolutions.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Proclamation for National Farm-City Week - Scott Elliott

Information Provided with the Agenda

Commissioner Eugene James has asked that the attached Proclamation be considered by the Pitt County Board of Commissioners.

***National Farm-City Week
November 22-28, 2002***

Whereas, our earliest days as a nation, farmers have tilled the soil of this great land, feeding their families, other citizens, and people around the world. Whereas, over the years, our economy has changed, but the American farm and ranch has remained a vital thread in the fabric of our lives;

Whereas, our nation was founded on values of hard work, faith family and community; those values still hold true for framers and ranchers;

Whereas, by providing an abundant supply of safe, high-quality food and fiber, our farmers and ranchers contribute to a quality of life in our country that is unmatched around the world;

Whereas, farmers and ranchers do not work alone. Farm workers, researchers, educators, processors, shippers, truck drivers, inspectors, agribusinesses, wholesalers, marketers, retailers and consumers, many of whom are urban and suburban areas, all play important roles in the incredible productivity of our nation's food and fiber system;

Whereas, we soon will gather with family and friends around the Thanksgiving table, it is fitting that we count among our blessings the vital farm-city partnerships that have done so much to improve the quality of our lives. Rural and urban communities working together have made the most of our rich agricultural resources. These resources continue to contribute to the health and well being of our people and to the strength of our economy;

NOW, THEREFORE, BE IT RESOLVED, that the Pitt County Board of Commissioners proclaims November 22-28, 2002 as "Farm Week" in Pitt County, North Carolina, and encourages citizens in rural and urban areas to acknowledge and celebrate the achievements of all those who, working together, produce and abundance of agricultural products that strengthen and enrich our community and our nation.

Proclaimed this the 4th day of November, 2002.

PITT COUNTY BOARD OF COMMISSIONERS

Chairman Mark W. Owens, Jr.

ATTEST:

Clerk to the Board

Motion:

Adopt Proclamation.

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Approval of Minutes - Susan Banks

Information Provided with the Agenda

October 21, 2002

Motion:

Motion made by Commissioner Randy Royal.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Items for Decision

Budget Amendment - Grants - Melonie Bryan

Information Provided with the Agenda

1) Pesticide Container Recycling Grant - This amendment appropriates a new grant of \$7,000 from the N.C. Department of Agriculture & Consumer Services for pesticide container recycling in Pitt County. Also, \$1,917 from a similar prior year grant is being brought forward for expenditure. This project will be jointly conducted by Cooperative Extension, Solid Waste & Recycling, and Engineering.

2) Car Seat Mini-Grant - The Sheriff's Office was awarded \$2,000 of the Health Department's Healthy Carolinians Grant to purchase car seats and promote car seat safety. This amendment appropriates the revenue and expense in the Sheriff's budget.

Department: State Grants - Pesticide Grant Date of Request: 10-22-02

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
243677 436000	Non Federal Grant	7,000	

243677 499100	Fund Balance Appropriated	1,917
245677 549900	Miscellaneous Charges & Svcs	8,917

Department Justification: (Please provide detailed explanation)

This amendment appropriates receipt of a new pesticide container recycling grant and reappropriates fund balances from a 1996 grant.

Department: Sheriff Date of Request: 10-22-02

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
102800 484000	Donations	2,000	
104310 523100	Educational Materials	2,000	

Department Justification: (Please provide detailed explanation)

Mini-grant funds from the Health Department's Healthy Carolinians Community Grant for purchasing car seats and promoting car seat safety.

Meeting Notes

Ms. Bryan answered questions from the commissioners concerning these budget amendments.

Motion:

Approval of budget amendments as submitted.

Motion made by Commissioner David Hammond.

Motion seconded by Vice Chairwoman Beth Ward.

Motion Passed Unanimously.

Budget Amendment - Technology Center - Melonie Bryan

Information Provided with the Agenda

This budget amendment transfers \$200,000 from Industrial Development's fund balance to the Technology Center Building Fund, which is the remaining amount needed to cover renovation costs for the Technology Center. Renovations were approved by the Board of Commissioners at the June 17, 2002, meeting.

Department: Industrial Development Date of Request: 10-23-02

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
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262900 499100	Fund Balance Appropriated	200,000
269200 598050	Fund Transfer to Fund 50	200,000
501000 498026 60000	Fund Transfer from Fund 26	200,000
506000 558100 60000	General Construction	200,000

Department Justification: (Please provide detailed explanation)

This amendment transfers balance of funds to cover renovation costs to the Technology Center approved by the Board on 6/17/2002, Item G-4.

Motion:

Approval of budget amendment as submitted.

Motion made by Commissioner David Hammond.

Motion seconded by Vice Chairwoman Beth Ward.

Motion Passed Unanimously.

Items for Decision

Pitt County Arboretum Proposal - Mitch R. Smith

Information Provided with the Agenda

The Pitt County Center of the North Carolina Cooperative Extension requests permission to develop the grounds around the Pitt County Agricultural Center as the Pitt County Arboretum. Due to the increasing population of Pitt County and resulting development of residential and commercial property, the Pitt County Arboretum's mission is to: Increase consumer and green industry (nurseries, garden centers, and landscapers) knowledge and adoption of proper plant selection, cultural practices, and pest management practices that will maximize plant performance, economic resources, and protect the environment.

The Pitt County Cooperative Extension office has previously been awarded over \$7500 in grants to install educational plantings at the Pitt County Agricultural Center. Plantings currently installed and maintained by Pitt County Cooperative Extension's Horticulture program with the aid of 30 active Extension Master Gardener Volunteers include the Certified Plant Professional Collection used to train those in the nursery and landscape field to take the Certified Plant Professional Test and/or the Registered Landscape Contractor Exam, a drought tolerant perennial border, and a backyard conservation garden. The drought tolerant perennial border and backyard conservation garden have been used for several years now as a teaching station for Pitt County Environmental Field Days hosted by Pitt County Soil and Water.

The grounds of the Pitt County Agricultural Center are already used for the professional certification training's and youth events listed above, Extension Master Gardener Volunteer training, home gardening classes, tours, as well as individual site visits by residents looking for gardening information.

Development of the site as the Pitt County Arboretum would secure property for future educational planting development as well as improve the appearance of the Pitt County Agricultural Center.

Meeting Notes

Mitch Smith, Cooperative Extension Director, introduced Danny Lauderdale, horticulturist, who gave a presentation on the plans for the arboretum. He explained what would go into each area. Commissioner Johnson asked if this arboretum would interfere with any construction in that area. Mr. Smith said they met with Phil Dickerson about the layout of the arboretum and he did not indicate that there would be any conflict.

Motion:

To approve the request to designate area around the Agricultural Building for an arboretum.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairwoman Beth Ward.

The Board discussed the request and the layout of the arboretum as it relates to future construction. Mr. Dickerson stated that he did not see a conflict in these plans.

Motion Passed Unanimously.

Budget Amendment - School Capital Reserve - Melonie Bryan

Information Provided with the Agenda

Diversion of State School ADM funds to Pitt County Schools this fiscal year has created the need to utilize fund balance from the School Capital Reserve Fund to cover the revenue deficit this action has created. The budget amendment for \$836,329 reduces the anticipated ADM funds from the State and appropriates School Capital Reserve fund balance in its place. This fund balance consists of restricted sales tax revenues for school purposes. This transfer is necessary to cover a portion of school facilities debt service that was budgeted in this fund.

This action has been reviewed with Dr. Michael Priddy, Superintendent, and Aaron Beaulieu, Finance Officer, for Pitt County Schools, and they are in agreement.

Department: School Capital Reserve Date of Request: 10-24-02

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
202400 432050	State School ADM		836,329
202900 499100	Fund Balance Appropriated	836,329	

Department Justification: (Please provide detailed explanation)

This amendment reflects the loss of anticipated ADM funds from the State and appropriates School Capital Reserve fund balance in its place. These funds are used to cover a portion of school facilities debt service.

Meeting Notes

Ms. Bryan reviewed that the Schools will use their restricted fund balance but if the State does not return these funds to the County next year, it will create a shortfall in their budget.

Motion:

**Approval of budget amendment as submitted.
Motion made by Vice Chairwoman Beth Ward.
Motion seconded by Commissioner Randy Royal.**

Vice Chairwoman Ward said she would like to acknowledge the School Board for taking this action.

Motion Passed Unanimously.

Appointment to the Juvenile Crime Prevention Council - Susan Banks

Information Provided with the Agenda

Sharlene Provilus has been nominated by the Juvenile Crime Prevention Council to serve as the person under 21 years of age.

Motion:

**Appointment of Sharlene Provilus to the Juvenile Crime Prevention Council.
Motion made by Commissioner Randy Royal.
Motion seconded by Vice Chairwoman Beth Ward.**

Motion Passed Unanimously.

ABC Board Matters - Board Member Compensation - Scott Elliott

Information Provided with the Agenda

Commissioner James requested at the September 16th Board meeting that the topic of the ABC Board member "compensation" be brought back before the Commissioners. (This item was continued to the November 4, 2002 board meeting.)

As you are aware, the County Attorney has briefed the Board concerning this issue. N.C.G.S. 18B-700(g) has been referenced stating that "A local Board member may be compensated as determined by the appointing authority". The ABC Board members are now and have been receiving monthly direct payments and paid health insurance benefits.

Motion:

At the end of each term, ABC Board members be allowed to purchase insurance but members pay the premiums.

**Motion made by Commissioner Eugene James.
Motion seconded by Commissioner Glenn Bowen.**

Vote Record:

Mark Owens, Jr.	Yes
Beth Ward	No
Glenn Bowen	Yes
Tom Coulson	Yes
David Hammond	No
Eugene James	Yes
Tom Johnson	No
Randy Royal	No

Total Yes Votes: 4

Total No Votes: 4

Motion Failed.

Motion:

As long as members are currently on the ABC board, their health insurance is paid for by the ABC system.

Motion made by Commissioner Tom Johnson.

Motion seconded by Vice Chairwoman Beth Ward.

Vote Record:

Mark Owens, Jr.	Yes
Beth Ward	Yes
Glenn Bowen	No
Tom Coulson	No
David Hammond	Yes
Eugene James	No
Tom Johnson	Yes
Randy Royal	Yes

Total Yes Votes: 5

Total No Votes: 3

Motion Passed.

Motion:

Commissioner James motioned that at the end of each term, the ABC Board no longer pay their hospitalization but member has the right to pay his own premiums.

Mr. Bulow stated concern about the normal eighteen months that is allowed under the COBRA laws and how it may conflict with what is being considered. Commissioner Coulson said that some investigation needs to be done so there would be no mistake made by this Board.

Commissioner James said the County or ABC Board should not pay lifetime health insurance on any board member on any board. The Board discussed this topic needing some more investigation. Commissioner James withdrew his motion at this time.

Resolutions for Retiring Legislators - Senator Bob Martin, Senator Ed Warren, Representative Zeno Edwards, Representative Eugene Rogers - Scott Elliott

Information Provided with the Agenda

Resolutions have been prepared for each North Carolina Senator or Representative that will be retiring in December. These resolutions will be presented at the November 19th reception.

RESOLUTION HONORING

SENATOR R.L "BOB" MARTIN

**BY THE PITT COUNTY
BOARD OF COMMISSIONERS**

WHEREAS, Senator Bob Martin has represented the people of this State as a North Carolina Senator, the people of Pitt County as a County Commissioner, and his hometown as Mayor of Bethel, and Bethel Town Commissioner; and

WHEREAS, Senator Martin while serving on the Pitt County Board of Commissioners served as President of the North Carolina Association of County Commissioners in 1972 and was awarded County Commissioner of the Year in 1981 by the North Carolina Association of County Commissioners; and

WHEREAS, the Board of Commissioners expresses their appreciation to Senator Martin for his dedication and personal sacrifices in order to help move Pitt County forward in the State; and

WHEREAS, Senator Martin has committed his life's work to bettering his community and environment while serving in the political arena; and

WHEREAS, Senator Martin has been an advocate and pursued the wishes of the Pitt County Board of Commissioners for the good of the people of Pitt County.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners honors and recognizes the achievements and contributions of Senator R.L. Martin to the County of Pitt upon his retirement from State Government.

ADOPTED this the 4th day of November, 2002.

PITT COUNTY BOARD OF COMMISSIONERS

Mark W. Owens, Jr., Chairman

ATTEST:

Susan J. Banks, Clerk

RESOLUTION HONORING
SENATOR EDWARD N. WARREN
BY THE PITT COUNTY
BOARD OF COMMISSIONERS

WHEREAS, Senator Edward N. Warren has served the people of the County of Pitt as a member of the North Carolina Senate following his tenure as a Pitt County Commissioner; and

WHEREAS, Senator Warren has been a proponent of public schools, healthy lifestyles and transportation for the citizens of Pitt County and North Carolina; and

WHEREAS, Senator Warren has dedicated numerous years of his life and sacrifices for the betterment of his community; and

WHEREAS, the Joan and Ed Warren Student Center at Pitt Community College and the Ed Warren Life Science Building at East Carolina University were named in Senator Warren's honor; and

WHEREAS, Senator Warren is retiring from his office as a North Carolina State Senator following 49 years of public service as a Pitt County Commissioner, a member of the North Carolina House of Representatives and the North Carolina Senate.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners honors and recognizes the achievements and contributions of Senator Ed Warren for the citizens of the County of Pitt.

ADOPTED this the 4th day of November, 2002.

PITT COUNTY BOARD OF COMMISSIONERS

Mark W. Owens, Jr., Chairman

ATTEST:

Susan J. Banks, Clerk to the Board

**RESOLUTION HONORING
REPRESENTATIVE EUGENE ROGERS**

**BY THE PITT COUNTY
BOARD OF COMMISSIONERS**

WHEREAS, Representative Eugene Rogers has served the citizens of Pitt County as a member of the North Carolina House of Representatives since 1987; and

WHEREAS, Representative Rogers has led the region through his positive influence in the North Carolina House of Representatives; and

WHEREAS, Representative Rogers served this community by his membership on numerous education committees, especially as the Governor's appointee to the Education Commission of the States from 1993 to the present and the Steering Committee for the Education Commissioner of the States from 1994 to 1998; and

WHEREAS, Representative Rogers has been supportive by his open communications with Pitt County Government to assure that he was representing the interests of the Pitt County citizens and government; and

WHEREAS, Representative Rogers outstanding dedication and commitment to the communities which he represented will be truly missed, but his retirement is well deserved.

NOW, THEREFORE, BE IT RESOLVED that the Pitt County Board of Commissioners, representing the citizens of Pitt County, commends and expresses sincere appreciation for the wonderful leadership and guidance given by Representative Eugene Rogers during his tenure as a member of the North Carolina House of Representatives.

Mark W. Owens, Jr., Chairman

ATTEST:

Susan J. Banks, Clerk

**RESOLUTION HONORING
REPRESENTATIVE ZENO EDWARDS, JR.
BY THE PITT COUNTY
BOARD OF COMMISSIONERS**

WHEREAS, the Board of Commissioners expresses its appreciation to Representative Zeno Edwards, Jr. for his dedicated service to the citizens of Pitt County; and

WHEREAS, Representative Edwards served in the North Carolina General Assembly from 1993 to 1996 and from 1999 to 2002; and

WHEREAS, other committees served on by Representative Edwards include the Public Health Care - Select Committee on Health Care (Co-Chair), Select Committee on the Tobacco Settlement, Finance Committee, and Education Committee; and

WHEREAS, Representative Edwards has been very supportive of the needs of municipalities and has been supportive of the local legislative initiatives pursued by the Pitt County; and

WHEREAS, Representative Edwards is retiring from his office as a Representative of the North Carolina Legislature

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

ADOPTED this the 4th day of November, 2002.

PITT COUNTY BOARD OF COMMISSIONERS

Mark W. Owens, Jr., Chairman

ATTEST:

Susan J. Banks, Clerk

Meeting Notes

Mr. Elliott noted that these Legislators would be honored at the November 19th reception. Vice Chairwoman Ward asked if this function would be open to everyone. Commissioner Johnson said that all the municipalities in Pitt County are participating and provided lists for the invitations. Lists have been received from the Pitt County Memorial Hospital, East Carolina University, Pitt Community College, Pitt County and the City Greenville and every effort has been made to send out special invitations, however, the invitation will be placed in the newspaper as well.

Motion:

Approve resolutions as presented.

Motion made by Commissioner Tom Johnson.

Motion seconded by Vice Chairwoman Beth Ward.

Motion Passed Unanimously.

Commissioners' Comments

Meeting Notes

- Commissioner Bowen informed the Board that the Ayden Middle School has been invited to go to Carnegie Hall.
- Commissioner Hammond asked if employees are still working the polls tomorrow. Mr. Elliott stated that the employees that worked the last election will still working this election with a few exceptions.

Chairman Owens thanked everyone for attending.

Adjourn

Motion:

Motion to adjourn meeting at 10:25 a.m.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Respectfully Submitted,

Susan J. Banks, CMC
Clerk to the Board