

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
JUNE 2, 2003 MINUTES**

The Pitt County Board of Commissioners met on Monday, June 2, 2003, at 9:00 AM in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

Beth B. Ward, Chairman
Eugene James, Vice Chairman
John Minges, Commissioner
Jimmy Garris, Commissioner
Mark Owens, Jr., Commissioner
Glenn Bowen, Commissioner
Tom Coulson, Commissioner
David Hammond, Commissioner
Randy Royal, Commissioner

Staff present:

Scott Elliott, County Manager
JoAnne Burgdorff, County Attorney
Susan Banks, Clerk to the Board
Melonie Bryan, Deputy County Manager/Financial Services
John Bulow, Deputy County Manager/Human Services
Phil Dickerson, Deputy County Manager/Facility Services
Debra Dihoff, Mental Health Area Director
Greg Hackett, EMS Director

Call to Order

Meeting Notes

Chairman Ward called the meeting to order.

Invocation and Pledge

Meeting Notes

Chairman Ward said she would like to have a moment of silence in honor of former Senator Robert L. (Bob) Martin who passed away in late May. He served as a Pitt County Commissioner, and he served his State and Nation.

The invocation was offered by Commissioner Garris.
The Pledge of Allegiance was led by Commissioner Minges .

Approval of Agenda

Approve Agenda

Meeting Notes

Mr. Elliott asked to add to the agenda a report from the Investment Oversight Committee as directed by the Board at the May 29th budget workshop meeting. He said he would like some clarification on a couple of items on the affiliate and non-affiliate agencies list. The Chairman said he could address those items at this time. He asked the Board if the intention was to restore funding to the Greenville Museum of Art at \$7,000. He said the Manager's original

recommendation would have put them back to a zero balance but he thought the intent of the Board was to restore the \$7,000. He said Ms. Evans from Winterville Historical Society had originally said they would withdraw their request in light of the budget problems. Commissioner Royal asked what was budgeted for Winterville. Mr. Elliott said that Winterville Historical Society originally asked for \$5,000. Chairman Ward said that it needed to be understood that Winterville did not return any money that they received. She said they declined the funds because they understood the budget crunch the County had, however, she said she supported reinstating their funding since the Board was funding agencies that did not even make a funding request. Commissioner Hammond questioned if Ms. Evans request was for the museum or the historical society. Ms. Bryan said that the Museum, Historical Society and Arts are all under the same program.

Motion:

Motion to approve the requests of those two agencies (Greenville Museum of Art, \$7,000 and Winterville Historical Society, \$5,000).

Motion made by Commissioner Royal.

Motion seconded by Commissioner Minges.

Motion Passed Unanimously.

Commissioner Coulson asked to remove from the agenda the item for Appointment to the Pitt Community College Board of Trustees, Item for Decision #7 and put this item on the next meeting agenda.

Motion:

Motion to approve agenda as amended by removing the Appointment to the Pitt Community College Board of Trustees.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Public Addresses to the Board

Meeting Notes

Sam Carson, who lives in District 2, submitted his name for appointment to the ABC Board. He has served on the Board of Health, Social Services Board, PCMH Board of Trustees and has just completed 9 terms as mayor pro-tem of Bethel. He said Vice Chairman James called him and asked him to come before this Board as a potential board member and state his desire to serve on the ABC Board. He stated that the boards that this Board appoints are an extension of this Board. He said he appreciates the opportunity to serve.

Dr. Tom Johnson said he was real concerned about Senate Bill 85 stating that it is the Legislature's attempt to overhaul Public Health, just like they are doing Mental Health. He said Public Health and Mental Health are areas he has worked in. He said Senate Bill 85 is patterned after the change in Mental Health from House Bill 381. The intent of both these bills is to transfer costs from the State to the counties. He cited Dr. John Diamond's letter that was in the newspaper stating that this change in Mental Health agencies and services is being driven by the need to cut costs, not to improve the Mental Health services. He said years ago the State took over the Health Departments and ran them until they found out it cost too much. Dr. Diamond's letter also said that to date services have not been improved by privatization. He asked that this Board go on record as opposed to Senate Bill 85.

Kathy Ipock, of Bethel, said that people in the extraterritorial jurisdiction do not have proper representation because they cannot vote for their representation. Last year, the Town of Bethel sent out notices that they were going to take in an additional one mile extraterritorial jurisdiction.

She said at a following public meeting, the citizens asked questions and were told that this was not the time or place to ask those questions. She said she spoke with James Rhodes who said just be quiet and let the County get the countywide zoning through and then the Town of Bethel will not be able to touch you. She said they also asked if they would tell the County Commissioners that they were opposed to this extension and they were told "no." She said they backed off because they would rather be zoned by the county than by Bethel. They were supposed to leave that meeting with the impression that the Town of Bethel was going to help them. She said they did not leave feeling that way. In the public forum that was held for zoning, Mr. Congleton asked Mr. Rhodes at a later date, if Stokes needs more land and he was told they could come before the Board of Commissioners. She said she asked James Rhodes what would happen if Bethel asked for more land. He responded that he probably should not have made the statement about county zoning last year. She said she went to a Planning Board meeting last month and a Planning Board member asked James Rhodes about this and he said that he did not make that statement. She said the Town of Bethel and the County Planning Department have misled them. She said she understands that this Board will be approached in the next 2 weeks and asked for this Board to hold more hearings on this matter before taking action.

Nancy Colville thanked the Board for working hard through a difficult budget. She stated her concern about this Board's funding of non-profits. She said it has gotten out of hand when people are trying to be good stewards of county funds and say "no thank you" to the funds and this Board goes chasing after them to give them money. She said that has to stop. She said if the Board asked the County departments to cut their budgets last year and then asked them to cut some more and now the Board continues to fund the School System fully, then this Board is not doing its job. She displayed a short pencil representing the County departments, and a long pencil representing the schools. She said the Board keeps asking the departments to sharpen their pencil and keep giving the schools their full budget request. She asked how much more the County departments can sharpen their pencil. She said the financial picture has changed since the Education Compact was done. She supports the County Manager's recommendation on the Schools Budget and the non-affiliates. She said the County has done more than strive. What makes the schools different than county government? She said they are arrogant, and the public goes to their meetings and cannot hear because they won't use microphones, but this Board continues to say they have to fully fund them. Pitt County was fourth in the State for funding Superintendent Supplements in 2002 which was higher than Wake County. She said the minorities are still behind and students are still dropping out of school and people are being hired because of who they know not because they are the best qualified.

Items for Report

Manager's Report - Scott Elliott

Information Provided with the Agenda

Public Hearing, June 10, 7pm
Report on the Humber House Disposition

Meeting Notes

Mr. Elliott reminded the Board and the public about the public hearing on the 2003-2004 budget which is scheduled for June 10th at 7pm in the Commissioners' Auditorium. He said he would present the Manager's Message at this meeting and hear public input.

Mr. Elliott reported that there had been a meeting with the City officials and Secretary Evans, NC Department of Commerce concerning the disposition of the Humber House. He said they are working with the State to turn the house over to the State and things are looking positive. At the meeting last week, they discussed using the funds in next year's budget for the State to use for renovations and that they will accept the house. He said this is a positive move for the City of Greenville and Pitt County as well as the State. The house is the home office for the eastern

regional office of the Division of History and Archives which serves the counties of eastern North Carolina.

Mr. Elliott reported that the Investment Oversight Committee met on Friday and voted to recommend to the Board that the investment portfolio funds be brought into the County Finance Department and the funds would be invested by in-house staff. The recommendation was supported two to one by the committee.

Motion:

Motion to bring investment portfolio funds in-house and have the County Finance Office take care of the investment, and to have the stock distributed to the County in-kind so the staff could then determine the proper time to sell the stocks.

Motion made by Commissioner John Minges.

Motion seconded by Commissioner Randy Royal.

Mr. Elliott said the motion was approved with a two to one vote. Commissioner Garris said he was the vote in opposition and he had reservations about changing the \$6 million that was in stock (equity) funds. He said the market is getting ready to turn around and felt those funds should remain where they were, but he was outvoted and he would support the committee's recommendation. Commissioner Minges asked if this meant all the stocks would be liquidated? Ms. Bryan said they would liquidate the stocks but try to minimize the loss to the County and then bring the funds in-house and look at ways to invest the funds. Vice Chairman James said Commissioner Garris makes sense. Ms. Bryan said the County is not one of their big clients any longer and if the Board is going to continue using the funds for balancing the budget, then the funds need to be brought in-house. Commissioner Hammond said \$6 million is not safe on the stock market. He said the County should not be in the business of playing the stock market. Commissioner Owens said in light of this discussion, could you not have the stock distributed to the County in-kind and then the staff could determine the proper time to sell the stocks.

Motion Passed Unanimously.

Commissioner Bowen asked if the City is putting \$50,000 in for renovations of the Humber House also. Mr. Elliott said the proposal to the State is contingent upon the County and the City putting \$50,000 each. Mr. Dickerson said the total cost to restore the house is about \$165,000. This will be to ensure the structural integrity of the house.

Department Spotlight - 9-1-1 Communications

Information Provided with the Agenda

Mr. Nate Caddy will present the Department Spotlight for 9-1-1 Communications.

Meeting Notes

Mr. Nate Caddy, 9-1-1 Communications Director introduced Mr. Sam Tyson, Assistant Director. A video representing the 9-1-1 system and how it operates was shown.

The State requires a three minute dispatching time but Pitt County does it in 45 seconds according to Mr. Caddy. Commissioner Minges asked if they had considered putting the GIS system on the trucks. Mr. Caddy said they have looked at that but it was cost prohibitive. They do provide the EMS drivers with instructions to the location.

Items for Consent

Approve Items for Consent

Motion:

Motion to approve items for consent.
Motion made by Commissioner Randy Royal.
Motion seconded by Vice Chairman Eugene James.

Mr. Elliott informed the Board that the minutes listed on the agenda outline should have been for May 12th and May 19th not May 29th. The minutes in the package were the correct set. Commissioner Garris asked about the budget amendments for debt service.

Motion Passed Unanimously.

Releases and Refunds Greater Than \$100 - Glenn Cutrell

Information Provided with the Agenda

April 2003 - Total County Releases (Greater Than \$100) - 45 - \$ 13,266.00
 April 2003 - Total City Releases (Greater Than \$100) - 13 - \$ 2,073.64

Total Refunds (Greater Than \$100) - 3 - \$ 460.91

BMW Financial Services - \$ 105.67
 Elbron, Hyman - \$ 237.74
 Langrish, Andrea Dionne - \$ 117.50

TCL0440

DATE 4/30/03 PITT COUNTY TAX RELEASE FORM PAGE... 1
 GREATER THAN \$100

NAME	ACCOUNT #	PARCEL #	RELEASE #	TOTAL RELEASED
AYERS, PAUL WAYNE NOTE: 2002 - VEHICLE CHARGED IN ERROR.	2120160/0		83680	115.87
BEST, JOYCE BARNES NOTE: 2002 - VEHICLE CHARGED IN ERROR.	2120063/8		83834	115.80
BRAXTON, CHRISTOPHER GENE NOTE: 2002 - PRORATE TAXES ON VEHICLE.	2120153/7		83807	122.84
BRISTER, KENNEDY FITZGERALD NOTE: 2002 - VEHICLE CHARGED IN ERROR.	2030812/5		83915	118.03
BRYANT, NIKI DIONNE NOTE: 2002 - VEHICLE CHARGED IN ERROR.	2070648/3		83900	108.37
BUCK, PATTY ADAMS NOTE: 2002 - RELEASE AND RECHARGE TO ACCOUNT NUMBER 1204983/0 (BUCK, LYNNWOOD DOUGLAS).	1190008/0	39335	83731	284.14
BUCK, PATTY ADAMS NOTE: 2002 - RELEASE AND RECHARGE TO ACCOUNT NUMBER 1204983/0 (BUCK, LYNNWOOD DOUGLAS).	1190008/0	39334	83732	258.62
CHAMPIONS HEALTH & NOTE: 2003 - CREDIT FOR OVER REPORTING BUSINESS PERSONAL PROPERTY FOR TAX YEARS 1998 AND 1999 PER TMA AUDIT.	1117159/0		83750	168.20
COX, TYANA NOTE: 1999 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11523350, EMMET LAMONT LANG.	1181393/0		83606	216.20

CRAWFORD, LUCINDA	1195398/0	83751	130.60
NOTE: 2002 - RELEASE AND RECHARGE MOBILE HOME TO WILLIAM GRAY BAILEY JR			
EDWARDS, DONALD KOVELL	2080711/5	83835	184.76
NOTE: 2002 - VEHICLE CHARGED IN ERROR.			
FAISON, DONNA LAMM	1169794/0	83654	131.12
NOTE: 2001 - RELEASED MOBILE HOME. FLOODED IN 1999.			
FAISON, DONNA LAMM	1169794/0	83655	143.43
NOTE: 2000 - RELEASED MOBILE HOME. FLOODED IN 1997.			
FAISON, ERIC JEROME	3011033/2	83726	163.45
NOTE: 2002 - VEHICLE CHARGED IN ERROR.			

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TAX RELEASE FORM
GREATER THAN \$100

NAME	ACCOUNT #	PARCEL #	RELEASE #	TOTAL RELEASED
FARROW, FLORIDA	1198731/0		83986	243.07
NOTE: 2001 - RELEASED MOBILE HOME. FLOODED IN 1999.				
FARROW, FLORIDA & CHARLIE LEE	1187237/0		83987	239.53
NOTE: 2002 - RELEASED MOBILE HOME. BILLED CHARLIE FARROW ON ACCOUNT NUMBER 12049570.				
FIELDS, ANNIE MOYE	2110311/0		83839	115.87
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				
FOREMAN, BEN & WF EMMA MAE	106773/0	40993	83891	157.35
NOTE: 2001 - RELEASED OAE AMOUNT. TAXPAYER QUALIFIES.				
GARRIS EVANS LUMBERNC	3010890/5		83747	200.06
NOTE: 2003 - ADJUST VALUE ON VEHICLE.				
GREEN, BERNARD	1207806/0		83912	157.00
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11751880, JEANETTE SALENA GREEN.				
GREGG, ROBERT DALE	3010635/0		83877	112.00
NOTE: 2002 - PRORATE TAXES ON VEHICLE.				
GRIFFIN, BILLY JOSEPH	2070697/5		83935	101.08
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				
HARDY, RUBY LEE	1198332/0		83911	252.13
NOTE: 2002 - RELEASED MOBILE HOME. DOUBLE LISTED ON THIS SAME ACCOUNT.				
HENDRICKS, RICKY	1182510/0		83630	187.37
NOTE: 2002 - RELEASED MOBILE HOME. REPOSSESSED AND MOVED FROM PITT COUNTY.				
JENKINS, GEORGE M	3010170/8		83937	219.77
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				
LENARD, TODD A &	1182332/0	61013	83810	467.85
NOTE: 2002 - MOBILE HOME REPOSSESSED BY VANDERBILT MRTG. 10/15-01.				

LITTLE, BETTIE JEAN 70270/0 83858 211.31
NOTE: 2000 - VEHICLE CHARGED IN ERROR.

MANNING, YVONNE 1207918/0 83910 429.03
NOTE: 2002 - RELEASED MOBILE HOME. WAS NOT OWNED JANUARY 1,2002. WILL
BE PICKED UP AS REAL FOR 2003. SEE ACCOUNT NUMBER 11969410.

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TAX RELEASE FORM
GREATER THAN \$100

NAME	ACCOUNT #	PARCEL #	RELEASE #	TOTAL RELEASED
MAYO, JESSE	1198780/0		83684	171.85
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11813660, LUTHER MAYO.				
MCCLENDON, DORIS	1177830/0		83888	237.78
NOTE: 2001 - MOBILE HOME DOUBLE CHARGED ON THIS ACCOUNT.				
MELLON US LEASING	3010888/6		83733	244.62
NOTE: 2003 - VEHICLE CHARGED IN ERROR.				
MONTAQUILA, LUCY G.	1192293/0	9664	83721	694.85
NOTE: 2002 - CREDIT FOR PAYMENT ON INCORRECT PARCEL (9663). RECHARGE PARCEL 9663 TO CORRECT OWNER (HARDEE, MARY LOU).				
PABLO, REYNALDO	3010507/9		83691	125.26
NOTE: 2002 - PRORATE TAXES ON VEHICLE.				
PACTIV CORP./HEXACOMB #54	1184790/0		83653	2864.14
NOTE: 2003 - CREDIT FOR OVER REPORTING BUSINESS PERSONAL PROPERTY.				
PARKER, CLARENCE &	1181310/0		83648	225.33
NOTE: 2000 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12045780, SAME NAME.				
PARKER, CLARENCE &	1181310/0		83649	248.06
NOTE: 1999 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 12045780, SAME NAME.				
PITT & GREEN EMC	3010440/7		83735	621.25
NOTE: 2003 - VEHICLE CHARGED IN ERROR.				
RIDENOUR, TOBY A &	1182333/0	61322	83725	515.32
NOTE: 2000 - RELEASED MOBILE HOME. PICKED UP AS REAL IN ERROR. REBILLED ON ACCOUNT NUMBER 12023090, RIDENOUR, MINNIE COWARD.				
RIDENOUR, TOBY A &	1182333/0	61322	83723	434.74
NOTE: 2002 - RELEASED MOBILE HOME. PICKED UP AS REAL IN ERROR. REBILLED AS PERSONAL ON ACCOUNT NUMBR 12023090, RIDENOUR, MINNIE COWARD.				
RIDENOUR, TOBY A &	1182333/0	61322	83724	452.15
NOTE: 2001 - RELEASED MOBILE HOME. PICKED UP AS REAL IN ERROR. REBILLED AS PERSONAL ON ACCOUNT NUMBER 12023090, RIDENOUR, MINNIE COWARD.				
ROGERSON, WILLIAM WAYNE	2030347/8		83699	102.37
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				

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PITT COUNTY

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TAX RELEASE FORM
GREATER THAN \$100

NAME	ACCOUNT #	PARCEL #	RELEASE #	TOTAL RELEASED
ROUNDTREE, BENNIE	1088489/0	44150	83711	478.33
NOTE: 2002 - DOUBLE WIDE MOBILE HOME CHARGED IN ERROR.				
STEVENSON, BRENDA JOYCE	2120461/9		83982	141.24
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				
TAYLOR, ANNIE MERCER	1189472/0		83762	239.14
NOTE: 2002 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11985700, ANNIE MERCER TAYLOR.				
WILSON, RONNIE	1198871/0		83749	114.72
NOTE: 2001 - RELEASED MOBILE HOME. LISTED ON ACCOUNT NUMBER 11895020, WILLIAM G. WILSON.				
TOTAL RELEASES:	45			13266.00

THE RELEASE (G.S. 105-381 OR 382), CORRECTIONS (G.S. 105-325), OR REFUNDS (G.S. 105-381 OR 382) OF TAX BILLS OUTLINED ABOVE ARE APPROVED BY THE PITT COUNTY BOARD OF COMMISSIONERS.

CHAIRMAN OF THE BOARD

DATE APPROVED

TCL0440

DATE 4/30/03

CITY OF GREENVILLE

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TAX RELEASE FORM
GREATER THAN \$100

NAME	ACCOUNT #	PARCEL #	RELEASE #	TOTAL RELEASED
AYERS, PAUL WAYNE	2120160/0		83680	124.80
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				
BRISTER, KENNEDY FITZGERALD	2030812/5		83915	128.33
NOTE: 2002 - VEHICLE CHARGED IN ERROR.				
BUCK, MICHAEL STEPHEN	3011028/4		83806	120.92
NOTE: 2002 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.				
CHAMPIONS HEALTH &	1117159/0		83750	136.04
NOTE: 2003 - CREDIT FOR OVER REPORTING BUSINESS PERSONAL PROPERTY FOR TAX YEARS 1998 AND 1999 PER TMA AUDIT.				
EARL, JANET MAUREEN	3010809/9		83742	106.16
NOTE: 2002 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.				
EASTERN OMNI CONSTUINC	3010280/4		83763	232.48
NOTE: 2003 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.				
GARRIS EVANS LUMBERNC	3010890/5		83747	180.93
NOTE: 2003 - ADJUST VALUE ON VEHICLE.				
GREGG, ROBERT DALE	3010635/0		83877	101.29

NOTE: 2002 - PRORATE TAXES ON VEHICLE.

HESTER, WILLIAM ROBERT	2120564/4	83876	115.94
NOTE: 2002 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.			
MONTAQUILA, LUCY G.	1192293/0	9664 83721	429.24
NOTE: 2002 - CREDIT FOR PAYMENT ON INCORRECT PARCEL (9663). RECHARGE PARCEL 9663 TO CORRECT OWNER (HARDEE, MARY LOU).			
PAMLICO INVESTMENTS	2120004/8	83636	113.60
NOTE: 2002 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.			
STEVENSON, BRENDA JOYCE	2120461/9	83982	147.74
NOTE: 2002 - VEHICLE CHARGED IN ERROR.			
VT INC TSTEE WOLT	3010100/0	83826	136.17
NOTE: 2002 - VEHICLE CHARGED IN CITY LIMITS IN ERROR.			

TOTAL RELEASES: 13 2073.64

THE RELEASE (G.S. 105-381 OR 382), CORRECTIONS (G.S. 105-325), OR REFUNDS (G.S. 105-381 OR 382) OF TAX BILLS OUTLINED ABOVE ARE APPROVED BY THE PITT COUNTY BOARD OF COMMISSIONERS.

CHAIRMAN OF THE BOARD

DATE APPROVED

Motion:

**Approve as submitted.
Motion made by Commissioner Randy Royal.
Motion seconded by Vice Chairman Eugene James.**

Motion Passed Unanimously.

Social Services - Budget Amendment - Home Community Care Block Grant - \$7,000. - Edward L. Garrison

Information Provided with the Agenda

The Department has received more in-home aides revenue than anticipated from client fees. This amendment of \$2,000 is requested to budget the additional revenues that must be used to provide additional services.

The Department has also been granted an additional \$5,000 in HCCBG funds for FY 02/03. This amendment is requested to budget the increased grant funds.

The Department is also requesting an amendment to increase revenues and expenditures by \$7,000.00.

No additional County funds are requested.

INVOICE NO:
DATE: June 18, 2003

Department: SOCIAL SERVICES

Date of Request: 05/23/03

FY Budget: FY 02/03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165492-531600	IN-HOME AIDES	7,000	
162600-441260	IN HOME SERVCIES	2,000	
162400-426400	FEDERAL CATAGORICAL GRANT	5,000	

Department Justification: (Please provide detailed explanation)

To budget additional revenue and grant funds received by the Department.

Motion:

Staffs recommend approval.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Social Services - Budget Amendment - Day Care - \$64,293. - Edward L. Garrison

Information Provided with the Agenda

The Department of Social Services has received notification of \$64,293 in additional funding for the Department's Child Day Care programs. The funds will be used to continue the Day Care programs at the current level. The funds will be used to assist eligible families and children with their day care expenses.

The Department is requesting a budget amendment to increase revenues and expenditures by \$64,293.

No additional County funds are requested.

INVOICE NO:
DATE: June 18, 2003

Department: SOCIAL SERVICES

Date of Request: 05/22/03

FY Budget: FY 02/03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165421-531401	DAY CARE CHILD	64,293	
162400-433061	DAY CARE PAYMENTS	64,293	

Department Justification: (Please provide detailed explanation)

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

Motion:

Staffs recommend approval.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Budget Amendment-State Excise Tax on Controlled Substances - \$3,903.98 - Ward Parker

Information Provided with the Agenda

The Sheriff's Office has received funds from the state for taxes collected on controlled substances. These are restricted funds to be used solely for law enforcement purposes. These funds are being appropriated to the respective accounts in the budget.

**Pitt County
Finance**

Budget Amendment Request

**INVOICE NO: -
DATE: June 18, 2003**

Department: Sheriff-State Excise Tax

Date of Request: 5/22/03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
225602 528000	Law Enforcement Supplies	3903.98	
223602 426500 (Revenue)	Excise Tax on Controlled Substances	3903.98	

Department Justification: (Please provide detailed explanation)

To appropriate funds received to the proper budget line items.

Motion:

**Approve the budget amendment as presented.
Motion made by Commissioner Randy Royal.
Motion seconded by Vice Chairman Eugene James.**

Motion Passed Unanimously.

Budget Amendments - Fund Closeouts - \$515,255. - Melonie Bryan

Information Provided with the Agenda

The following three budget amendments serve to close out the particular funds before year end.

- 1) Water/Sewer Reserve - \$98,940 - Collapses into General Fund.
- 2) High School Construction - \$400,000 - Move to Debt Service on School.
- 3) Pactolus/Whitfield School Construction - \$16,315 - Move to Debt Service on Schools.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: Water/Sewer Reserve

Date of Request: 5/22/03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
234920 560100	Water/Sewer Extension		98,940
234920 598001	Transfer to General Fund	98,940	
102900 498023	Transfer from W/S Fund	98,940	
102900 499100	Fund Balance Appropriated		98,940

Department Justification: (Please provide detailed explanation)

To close Fund 230, Water/Sewer Reserve Fund as a part of June 30, 2003 year-end activities.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: High School Construction Fund

Date of Request: 05-22-03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
472901 499100 80030	Fund Balance Appropriated	400,000	

478116 598020 80030	Transfer from FUnd 471	400,000	
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Department Justification: (Please provide detailed explanation)

To close out Fund 471 High School Construction Fund's excess earnings into School Debt Service Fund to be restricted for future debt payments. Excess can only be used for this purpose under bond documents.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: Pactolus/Whitfield Construction **Date of Request:** 5/22/03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
472900 499100 80030	Fund Balance Appropriated	16,315	
478110 598020 80030	Trnasfer from Fund 470	16,315	

Department Justification: (Please provide detailed explanation)

To close out Fund 470, Pactolus/Whitfield School Construction Fund's excess earnings into School Debt Service Fund to be restricted for future debt payments. Excess can only be used for this purpose.

Motion:

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

Motion Passed Unanimously.

Budget Amendments - Grants - \$12,000 - Melonie Bryan

Information Provided with the Agenda

- 1) \$2,000 - JCPC Rights of Passage - Additional funding from the Department of Juvenile Justice for addressing client transportation needs.
- 2) \$10,000 - Environmental Education Project (Pitt Soil & Water) - GTP grant for the Contentnea Creek Environmental Center education project.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: State Grants - Enviromental Ed **Date of Request:** 5-21-03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
243680 436	Non Federal GRP Grant	10,000	
245680 561000	Contracted Services	10,000	

Department Justification: (Please provide detailed explanation)

Grant from GTP for the Contentnea Creek Environmental Center project overseen by Pitt County Soil & Water.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: State Grants

Date of Request: 5/21/03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
243675 436000	Non Federal Grant	2,000	
245675 569324	JCPC Rights of Passage	2,000	

Department Justification: (Please provide detailed explanation)

Additional funding from Department of Juvenile Justice for addressing client transportation.

Motion:

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

Motion Passed Unanimously.

Budget Submittal for FY 2003-04 - Greenville-Pitt County Convention & Visitors Bureau - \$588,180 - Melanie Bryan

Information Provided with the Agenda

In accordance with the Interlocal agreement with the City of Greenville regarding the Convention & Visitors Authority, the Pitt County Board of Commissioners must annually approve the budget of the Authority. The Authority's operations are funded by the hotel occupancy tax. A copy of the budget totaling \$588,180 is attached.

If the Board has questions about the budget or would prefer a presentation from the Convention & Visitors Bureau, we would need to ask Ms. Debbie Vargas, Executive Director, to attend your meeting. Otherwise, this item will be presented by Pitt County staff.

Greenville

More than you expect ■ North Carolina

Rec'd
3-31-03

March 27, 2003

Pitt County
1717 West Fifth Street
Greenville, NC 27835

Dear Board of Commissioners and County Staff:

It is hard to believe that it is budget time again but exciting to look towards plans for continued efforts, renewed initiatives, and positive results. As you are all aware, the last year has been one of great anticipation and excitement for our industry with the addition of the new Greenville Convention Center. Each day has been a welcome learning experience as we all work towards the cohesive goal of putting Pitt County on the map as a convention destination.

Provided here for your review is a copy of our proposed 2003-2004 fiscal year budget. Also included are some budget notes that help to provide some additional detail for some of the line items. Our budget has numerous costs that typically would be considered operational that are actually marketing costs in our line of business. This will hopefully clarify some of these areas.

Hotel/motel occupancy tax revenues the current fiscal year are 5.5 percent above collections the previous year. The proposed budget takes a very conservative approach and includes a forecasted revenue increase of 2.5 percent. In light of uncertain times, the goal was to try to keep expenses at a minimum and allow any income above the 2.5 percent to be diverted to reserves.

Please feel free to contact me in advance with any questions you may have. I would be happy to arrange a time to meet and review them. We appreciate the support that you have provided in the past and look forward to continuing to invest and reap returns from travel and tourism in Pitt County.

Sincerely,



Debbie G. Vargas
CEO/Executive Director

GREENVILLE-PITT COUNTY CONVENTION & VISITORS BUREAU
525 S. Evans Street • Greenville, NC 27834 • P.O. Box 8027 • Greenville, NC 27835-8027
252-329-4200 • 800-537-5564 • fax: 252-329-4205 • info@visitgreenvillenc.com • www.visitgreenvillenc.com

CVA BUDGET

OPERATING REVENUES	2001-2002	2002-2003	2003-2004
700-0000-310-07-00 TWO CENT OCCUPANCY RECEIPTS	\$ 362,000.00	\$ 340,280.00	\$ 348,787.00
700-0000-310-09-00 ONE CENT OCCUPANCY RESERVE	\$ 181,000.00	\$ 170,140.00	\$ 174,393.00
700-0000-350-04-00 INTEREST INCOME	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
700-0000-371-07-00 FUND BALANCE APPROPRIATED	\$ 75,000.00	\$ 57,245.00	\$ 55,000.00
	\$ 628,000.00	\$ 577,665.00	\$ 588,180.00
OPERATING EXPENSES			
700-6700-421-02-01 SALARIES PERMANENT	\$ 154,050.00	\$ 154,050.00	\$ 159,488.00
700-6700-421-02-10 CAR ALLOWANCE	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00
700-6700-421-03-01 FICA EXPENSE	\$ 11,750.00	\$ 11,800.00	\$ 12,200.00
700-6700-421-03-02 GROUP LIFE	\$ 400.00	\$ 400.00	\$ 400.00
700-6700-421-03-03 RETIREMENT	\$ 7,250.00	\$ 7,600.00	\$ 7,800.00
700-6700-421-03-04 HOSPITALIZATION	\$ 24,000.00	\$ 26,000.00	\$ 28,000.00
700-6700-421-03-11 WORKERS COMPENSATION	\$ 430.00	\$ 750.00	\$ 750.00
700-6700-421-03-16 401-K	\$ 3,700.00	\$ 3,700.00	\$ 3,700.00
700-6700-422-01-00 PRINTING	\$ 30,000.00	\$ 36,000.00	\$ 36,000.00
700-6700-422-02-00 TRAVEL	\$ 28,000.00	\$ 25,000.00	\$ 16,000.00
TRAVEL SUBSISTENCE			
LOCAL TRANS/MTGS			
MTGS/TRADESHOWS/SEMNRS			
ENTERTAINMENT			
700-6700-422-05-00 MAINTENANCE & REPAIR	\$ 800.00	\$ 800.00	\$ 1,000.00
700-6700-422-07-00 SUPPLIES & MATERIALS	\$ 6,200.00	\$ 6,500.00	\$ 7,000.00
OFFICE SUPPLIES			
PHOTOGRAPHY			
RESEARCH/PLANNING/DEVEL			
700-6700-422-08-01 CONTRACTED SERVICES	\$ 16,200.00	\$ 18,000.00	\$ 20,000.00
AUDIT FEE			
JANITORIAL SERVICE			
LEASE ON COPIER			
LEASE ON POSTAL MACHINE			
700-6700-422-08-09 COST OF COLLECTION	\$ 8,145.00	\$ 7,700.00	\$ 7,850.00
700-6700-422-09-00 DUES & SUBSCRIPTIONS	\$ 4,000.00	\$ 4,000.00	\$ 4,400.00
700-6700-422-13-00 ADVERTISING	\$ 60,000.00	\$ 60,000.00	\$ 64,000.00

PROMOTIONAL EVENTS						
ADVERTISING:MAG/NEWS						
IMAGE DEVELOPMENT						
AUDIO VISUAL						
ADVERTISING:TV/RADIO						
VISITOR INFO DISPLAYS						
DIRECT MAIL						
SPECIALTY PROMO AIDS						
EXHIBIT/DISPLAY AIDS						
700-6700-422-15-00 POSTAGE	\$	9,000.00	\$	9,000.00	\$	9,000.00
700-6700-422-16-00 TELEPHONE	\$	3,500.00	\$	6,040.00	\$	6,000.00
700-6700-422-17-00 UTILITIES	\$	3,800.00	\$	3,800.00	\$	3,800.00
700-6700-422-21-00 GENERAL INS LIABILITY	\$	5,740.00	\$	9,100.00	\$	9,100.00
700-6700-422-25-00 RENT	\$	14,850.00	\$	-	\$	-
700-6700-422-50-09 CONTINGENCY	\$	984.00	\$	960.00	\$	3,035.00
700-6700-423-74-01 EQUIPMENT/FURNITURE	\$	35,000.00	\$	8,000.00	\$	6,000.00
700-6700-422-50-27 TOURISM PROJECTS	\$	16,055.00	\$	8,000.00	\$	8,000.00
700-6700-423-50-25 CONVENTION CTR RESERVE	\$	181,266.00	\$	167,585.00	\$	171,777.00
	\$	628,000.00	\$	577,665.00	\$	588,180.00

APPROVED BY THE AUTHORITY-3/13/03
APPROVED BY THE CITY COUNCIL-
APPROVED BY THE COUNTY COMMISSIONERS-

\$ -

BUDGET NOTES

REVENUES

OCCUPANCY TAX REVENUES

The proposed budget reflects a conservative increase in occupancy tax revenues of 2.5%. The average increase for the current fiscal year is at 5.5%.

EXPENSES

SALARIES PERMANENT

The City has not determined personnel recommendations yet for the 2003-2004 fiscal year. The proposed budget includes an amount sufficient enough to provide a two percent market adjustment and a 1.5 percent merit pool for the Bureau staff. Any salary adjustments would come to the Authority at a later date for approval.

FRINGE BENEFITS

The benefits include expected increases for health insurance and dental.

PRINTING

The printing item remains the same as last year. This amount will be necessary to continue to provide professional printed promotional literature.

TRAVEL

The travel subsistence line item decreased. The focus for convention business will be more in-state and two national shows will be dropped from the schedule—RCMA and Affordable Meetings—saving significant travel costs.

CONTRACTED SERVICES

Contracted services increased slightly to account for the increase in the cost to have janitorial service in the new office. This also covers the lease on the copy machine that allows numerous printing tasks to be accomplished in-house.

ADVERTISING

The advertising amount has increased slightly. The CVB and EHM will be placing joint ads for convention market that will allow for a more unified presence, frequency discounts, and cost savings. This will allow other opportunities for creative marketing.

POSTAGE/TELEPHONE/UTILITIES

These allocations remain relatively stable.

RENT

There is no rent at the new facility. This savings has been crucial in tough economic times.

CONVENTION CENTER RESERVE

The amount reserved for marketing the convention center is one of the first three cents occupancy tax collections minus one-third of the cost of collection. EHM submits a budget to the Executive Committee for approval for this portion.

NOTE

It is important to note the significance of the Convention and Visitors Bureau's role as a marketing agency. Costs for salaries, printing, travel, supplies and materials, dues and subscriptions, advertising, postage, telephone, and the convention center reserve are attributed to marketing expenses as opposed to operating expenses.

Motion:

Approval of the FY 2003-04 annual budget as submitted by the Greenville-Pitt County Convention & Visitors Bureau.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Budget Amendment - Elementary School COP - \$81,743. - Melonie Bryan

Information Provided with the Agenda

The attached budget amendment closes out this Certificate of Participation capital project account for the elementary school construction. It transfers remaining funds to the School Capital Reserve Fund to be restricted for future debt service payments on the project.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: Elementary School COPs

Date of Request: 5/08/03

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
491000 499100 97001	Fund Balance Appropriated	81,743	
498110 598020 97001 *	Transfer to School Capital Reserve (Fund 20)	81,743	
	* New Acct Number		

Department Justification: (Please provide detailed explanation)

This amendment closes out the capital project account for the elementary school Certificate of Participation, and transfers the remaining funds to the School Capital Reserve fund to be restricted for future debt service payments on the project.

Motion:

Approval of budget amendment as submitted.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Adopt a Procedural Resolution to be a Party to the Association of County Commissioners Health Insurance Trust - John K. Bulow

Information Provided with the Agenda

The Association of County Commissioners Insurance Trust, of which Pitt County is a member of the Health Insurance Trust has changed their format on the Interlocal agreement between the Association and the Counties. It is requested that the Board of Commissioners adopt a new resolution to join the Health Insurance Trust. The proposed resolution and agreement have been reviewed by the County Attorney and found in order.

RESOLUTION TO ADOPT THE INTERLOCAL AGREEMENT AND TO JOIN
THE NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS
HEALTH INSURANCE TRUST

WHEREAS, _____ desires to provide to

(county or local agency)

its employees insurance and other health benefits as authorized by G.S. 153A--
92(d);

WHEREAS, the North Carolina Association of County Commissioners
Health Insurance Trust, d.b.a. NCACC Group Benefits Pool; hereafter called the
Pool, has been established pursuant to G.S. §153A-445 (a)(1) and G.S. §160-A-460
through §160A-464; and

WHEREAS, it is desirable for _____ to join

(county or local agency)

the Pool to provide a method of risk sharing and/or group purchase of coverage;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of
_____ County (Board of _____) hereby adopts the
interlocal agreement entitled "Interlocal Agreement for a Group Self-Insurance Fund for
Health, Dental, Life and Disability Risk Sharing or Group Purchase of Coverage" and
thereby joins and agrees to participate in the NCACC Group Benefits Pool which has
been formed to create a group fund to pay and service the health-related claims of the
employees of the counties and other local agencies joining the Pool

BE IT FURTHER RESOLVED that _____ is

(county official)

authorized to execute the application to join NCACC Group Benefits Pool.

This the _____ day of _____, 20__.

Attest: _____

Clerk

Chair

_____ County

Board of Commissioners

Motion:

Adopt proposed resolution.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Approval of Minutes - Susan Banks

Information Provided with the Agenda

May 12, 2003, Joint Meeting, Board of County Commissioners and Board of Education

May 19, 2003 , Regular Meeting

Motion:

Motion to approve minutes of May 12 and 19th meetings.

Motion made by Commissioner Randy Royal.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Items for Decision

Consideration of Night Meetings - Eugene James

Information Provided with the Agenda

Vice-Chairman James would like the Board to reconsider having one meeting a month at night.

Meeting Notes

Vice Chairman James said that since it was last voted on one of the members has incurred a hardship in making the day meetings.

Motion:

Motion to hold the second meeting of the month at 6pm, effective at the June 16th meeting.

Motion made by Vice Chairman Eugene James.

Motion seconded by Commissioner Randy Royal.

Commissioner Hammond said this issue has been revisited two or three times. He said everyone on this Board knew the meeting schedule when they ran for office. He said if you can't serve you don't need to be here. He said we're going to have absentees of other commissioners because of this change in schedule. Vice Chairman James said at the 6:00 pm meeting time, there is not any reason that an interested citizen could not be at the meeting if they desire to attend. Vice Chairman James said when you have a boss you have to do what they say about your schedule and there are five commissioners that control the meeting schedule. Commissioner Bowen said that since the last time this was considered, someone evidently changed their mind for it to be brought back up for consideration. Commissioner Hammond said that this Board has spent a lot of money to broadcast these meetings in order to make them available to the public. He said the public can show up at the meetings and they can call the commissioners.

Vote Record:

John Minges	Yes
Jimmy Garris	Yes
Mark Owens, Jr.	No
Beth Ward	No
Glenn Bowen	Yes
Tom Coulson	Yes
David Hammond	No
Eugene James	Yes
Randy Royal	Yes

Total Yes Votes: 6
Total No Votes: 3
Motion Passed.

Budget Amendment - Emergency Services - \$10,000 - Greg P. Hackett

Information Provided with the Agenda

Transfer \$10,000 from contingency to Emergency Services Department for contributions for the purchase of a new fire truck for Gardnerville Fire Department - Please see attached request from Gardnerville Fire Chief Robert Humbles III.

Additionally:

1. The Emergency Services Department has historically for twenty-plus years aided county volunteer fire departments with the purchase of new trucks with this money; demonstrating our support of their volunteer effort and ensuring quality equipment and service to the citizens of Pitt County.
2. This request was not initially made in the FY 2002-2003 budget and is currently being asked for as a result of an unforeseen equipment failure.
3. Purchase of this equipment will improve response capabilities for Garnerville Volunteer Fire Department and maintain quality services the citizens of their district.
4. The funds should not be disbursed to Gardnerville Volunteer Fire Department until a completed bill of sale or contract for purchase is submitted to the Emergency Services and Finance Departments.

**Pitt County
Finance**

Budget Amendment Request
DATE: June 18, 2003

Department: Emergency Services

Date of Request: May 19, 2003

FY Budget: 02-03

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
109910-599100	BOCC Contingency		10,000
104330-569901	C&D Fire Truck	10,000	

Department Justification: (Please provide detailed explanation)

Transfer \$10,000 unused salary funds (104330-512000) to contributions (104330-569901) for purchase of a new fire truck for Gardnersville Fire Department - Please see attached request from Gardnersville Fire Chief Robert Humbles III.

Motion:

Approval of budget amendment as submitted.

Motion made by Commissioner John Minges.

Motion seconded by Commissioner Randy Royal.

Motion Passed Unanimously.

Approval of the State required Pitt County EMS Plan. - Greg P. Hackett

Information Provided with the Agenda

The State of North Carolina on January 1, 2002 adopted a set of rules to govern the Title 10 Department of Human Service section .2500. Sub- Chapter 3D - Office of Emergency Medical Services. The rules state that each county shall submit a plan to the North Carolina Office of Emergency Medical Services on the way the County shall establish a EMS System. The plan must include the way EMS is governed and how the county will provide EMS service to its citizens 24 hours a day, 7 days a week, 365 days a year. This plan includes all phases of EMS, Continuing Education, Communication, Medical Oversight, Vehicles, Equipment, Supplies, Personnel, Data Collection, and having a written infection control policy for all EMS units. Once in place the State shall inspect the county to assure that the plan is being followed and EMS is following the rules as set forth in Title 10 Department of Human Service section .2500. Sub-Chapter 3D - Office of Emergency Medical Services.

This plan has been reviewed and unanimously endorsed by the Pitt County EMS Advisory Commission. A preliminary review by the State Office of EMS (OEMS) has been completed with all issues and comments resolved with expected approval by the State OEMS.

Board members will find this document included in this agenda packet. If members of the public would like to review the Pitt County EMS Plan, a copy is available at the Clerk to the Board's office at 1717 W. 5th Street, Greenville, NC 27834.

Meeting Notes

Mr. Hackett noted that this plan was required by the State and has been addressed and approved by the EMS Advisory Committee. He said there are two items still missing; copy of the radio license from Greenville and protocols are stamped as draft. The protocols have been sent to the State and he hopes to receive them back as approved by the State. These items will be added to this document once they are finalized. Commissioner Bowen noted that the attorney was not included in the review of this document. Chairman Ward said she attended the committee meetings participated in this approval process.

Motion:

Motion to have County Attorney review the EMS Plan and if changes are made then it should be brought back to the Board for approval at the June 16th meeting. The plan is approved contingent upon the County Attorney's review and approval.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Commissioner Tom Coulson.

Commissioner Coulson said he did not receive this document in enough time to review it and that he needed more than three days to review it. Mr. Hackett said the first ten pages of the document is the main part with the rest as supporting documentation. Commissioner Minges said he understands that the overall goal countywide is for paramedic qualifications at each squad. He asked the difference between first responder and first response. Commissioner Minges asked about paramedics on the fire trucks. Mr. Hackett said that is not the county's goal. The first response is separate from the EMS plan and it is a simple emergency response. It actually functions as support to the EMS squad. They are working with the fire departments asking for their support on being the first response. Vice Chairman James said he agreed with Commissioner Coulson and supports having the County Attorney review this document prior to submitting it to the State. Mr. Hackett said this plan is mandated by the State. He said they have not put anything in the plan that they are not already doing. He said no new services have been added. The only thing missing in the document is the paramedic coverage countywide. He said the EMS Advisory Committee was appointed by this Board and they have reviewed every piece of this document and approved it. Mr. Hackett said the recommendation is to approve this document as it is written. Commissioner Bowen said he would support it because this has been recommended for approval by the EMS Advisory Committee. Mr. Eric Deans, Captain of Bell Arthur EMS Squad was an EMS Advisory Committee member that was present for this presentation.

Motion Passed Unanimously.

Appointment to the Pitt County Mental Health Advisory Committee - Debra Dihoff

Information Provided with the Agenda

The Mental Health Advisory Committee is recommending a candidate for the vacant position that was held by Ms. Debra Sermons, which became vacant on November 20, 2002. The nominee is Ms. Victoria Brown. This position must be filled by an individual who meets the criteria defined for developmental disabilities in order that they can function as an advocate for that position. Ms. Brown meets that criteria.

Motion:

Motion to appoint Victoria Brown to fill an unexpired term ending on June 30, 2005 on the Mental Health Advisory Committee.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Appointments to the Grifton Planning & Zoning Board - Susan Banks

Information Provided with the Agenda

Cindy Manning has resigned from the Grifton Planning & Zoning Board. A list of Interested applicants is attached.

Motion:

Motion to appoint Milton Garris to the Grifton Planning and Zoning Board.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Commissioner Jimmy Garris.

Motion Passed Unanimously.

Appointments to the ABC Board - Susan Banks

Information Provided with the Agenda

Mr. James Nelson's term expires June 30, 2003. According to our records, Mr. Nelson is not eligible for reappointment because he has served two consecutive terms. Mr. Nelson is asking for an exception to the Boards policy and would like to be considered to hold this seat for an additional term, representing the northern quadrant of Pitt County.

Motion:

Motion to appoint Sam Carson to replace James Nelson on the ABC Board.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Randy Royal.

Motion to accept by acclamation the appointment of Sam Carson to replace James Nelson on the ABC Board.

Motion made by Vice Chairman Eugene James.

Motion seconded by Commissioner John Minges.

Motion Passed Unanimously.

Reappointment to the Pitt Community College Board of Trustees - Postponed until June 16th meeting - Susan Banks

Information Provided with the Agenda

Barbara Wilson's term will expire on 6/30/03. According to our records, Ms. Wilson is eligible for reappointment. Barbara Wilson has missed one (1) board of trustees meeting during her four year term of office of trustee at Pitt Community College.

Reappointment to the Pitt-Greenville Airport Authority - Susan Banks

Information Provided with the Agenda

Frank Muller and Linwood Wright's terms expire on 6/30/03. According to our records, Mr. Muller and Mr. Wright are both eligible for reappointment. Please find attached the attendance record for both individuals.

Motion:

Motion to reappoint Frank Muller and Linwood Wright for a second three-year term on the Airport Authority.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Glenn Bowen.

Motion Passed Unanimously.

Appointment to the Board of Health - Susan Banks

Information Provided with the Agenda

Byron Burlingham has resigned from the Board of Health. Mr. Burlingham is an at-large member, seat # 1. A list of interested applicants is attached.

Motion:

Nomination of Linda McDaniel to replace Byron Burlingham on the Health Board.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Commissioner John Minges.

Motion to accept by acclamation the appointment of Linda McDaniel to replace Byron Burlingham on the Health Board.

Motion made by Commissioner Glenn Bowen.

Motion seconded by Commissioner John Minges.

Motion Passed Unanimously.

Commissioners' Comments

Meeting Notes

No comments were made at this time.

Adjourn

Motion:

Motion to adjourn meeting at 10:30 a.m.

Motion made by Commissioner David Hammond.

Motion seconded by Vice Chairman Eugene James.

Motion Passed Unanimously.

Respectfully Submitted,

Susan J. Banks, CMC
Clerk to the Board