

**PITT COUNTY BOARD OF COMMISSIONERS  
GREENVILLE, NORTH CAROLINA  
NOVEMBER 3, 2003 MINUTES**

The Pitt County Board of Commissioners met on Monday, November 3, 2003, at 9:00 AM in the Commissioners' Auditorium, Pitt County Office Building, 1717 W. 5th Street, Greenville, North Carolina.

Commissioners present:

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

Absent:

Tom Coulson, Commissioner

Staff present:

Scott Elliott, County Manager  
Susan Banks, Clerk to the Board  
Melonie Bryan, Deputy County Manager/Financial Services  
John Bulow, Deputy County Manager/Human Services  
JoAnne Burgdorff, County Attorney  
Glenn Cutrell, Tax Assessor  
Debra Dihoff, Mental Health Area Director  
Edward Garrison, DSS Director  
Dwane Jones, Planning Department  
Alice Keene, Director, Community Schools and Recreation  
James Rhodes, Planning Director  
Mitch Smith, County Extension Director  
Michele Whaley, Animal Control Supervisor

**Call to Order**

**Meeting Notes**

Chairman Ward called the meeting to order. Commissioner Coulson will not be present due to illness in his family.

**Invocation and Pledge**

**Meeting Notes**

The invocation was offered by Vice Chairman James.  
The Pledge of Allegiance was led by Commissioner Hammond.

**Approval of Agenda**

**Staff Recommendation**

Motion to approve agenda as amended.

**Meeting Notes**

Chairman Ward said that in light of Commissioner Coulson's involvement with Animal Control Committee and changing meeting times in the evening, she would remove those items from this agenda.

Commissioner Garris said item I.,1. needs to be removed. He said that item needs to be presented and approved by the Social Services Board prior to being brought to the Board of Commissioners for approval.

**Motion:**

**Motion to approve agenda as amended.**

**Motion made by Commissioner David Hammond.**

**Motion seconded by Commissioner Jimmy Garris.**

**Commissioner Bowen asked if the Board could discuss the Animal Control Ordinance in the workshop portion. The Chairman stated that the Board could discuss it in the workshop.**

**Motion Passed Unanimously.**

**Public Hearings**

*Public Hearing for the Pitt County Manufactured Home Park Ordinance Amendments - James Rhodes*

**Information Provided with the Agenda**

Attached are proposed Manufactured Home Park Ordinance amendments with staff commentary for consideration at the Board's November 3, 2003 public hearing (See Attachment 1). The Planning Board held a public hearing on October 15, 2003 and voted unanimously to recommend approval of the amendments. The public hearing has been advertised and the amendments have been distributed to local surveyors/engineers for review and comment (See Attachment 2 and 3).

The primary purpose for the amendments is to adjust or remove certain provisions of the Manufactured Home Park Ordinance due to the adoption of countywide zoning regulations to establish consistency between the two ordinances.

**Staff Recommendation**

Following the public hearing, adopt the proposed Pitt County Manufactured Home Park Ordinance amendments with an effective date of November 3, 2003.

**Manager Comments**

Concur with staff recommendation.

**Potential Amendments to the Pitt County Manufactured Home Park Ordinance:**

- 1) ***Edit Section 2.C.2 General Review and Approval Process:*** Major manufactured home parks require review and approval by the Board of Adjustment, Planning Board, Technical Review Committee and Administrator.

*Staff Comment: The review process for major manufactured home park plans located in the rural residential district will involve obtaining a special use permit granted by the Board of Adjustment. The Planning Board will be responsible for action on preliminary plans after the developer obtains the special use permit and*

*a recommendation is given by the Technical Review Committee. The Technical Review Committee is responsible for action on construction plans, and the Administrator is responsible for action on as-built plans.*

- 2) ***Edit Section 3.C.5 a Space Size and Space Width:*** Revise the minimum space size to coincide with the minimum lot size associated with the zoning district (Table 6-1).

*Staff Comment: The space size and width should be regulated by the designated zoning district to ensure consistency.*

- 3) ***Edit Section 3.C.6 Setbacks:*** Remove the current language referencing setbacks of private road travel way and all other rights-of-way and refer it to section 6.0 of the Pitt County Zoning Ordinance.

*Staff Comment: This section should reference section 6.0 of the Pitt County Zoning Ordinance to ensure consistency.*

- 4) ***Add Section 4.C.2g Locational information:*** Show the current zoning district for property being subdivided and adjacent properties on the preliminary plat, construction plan and final plat.

*Staff Comment: This is needed so the zoning district will be on each plat being reviewed to ensure compliance with the Zoning Ordinance .*

- 5) ***Edit Section 5.D Appeals:*** Any variance request concerning manufactured home parks will be reviewed by the Board of Adjustment rather than the Planning Board.

*Staff Comment: The Manufactured Home Park Ordinance currently requires variance requests to go before the Planning Board. With the implementation of the Pitt County Zoning Ordinance, staff feels the Board of Adjustment would be a more appropriate board to review variance requests.*

#### **Meeting Notes**

Mr. Rhodes said this is an attempt to have this ordinance coincide with the new zoning ordinance. He noted that today is the effective date for the Countywide Zoning Ordinance. They are checking for zoning compliance. He stated that they were working to get ordinances incorporated into the new zoning ordinance so there would be no conflicts in ordinances. They have repealed the NW Planning Area Zoning Ordinance, Water Supply Watershed Protection Ordinance & Multifamily Development Ordinance as well as made amendments to the Subdivision and Flood Damage Prevention Ordinances.

Some Changes to the ordinance:

- Edit general review and approval process
- Revise the minimum space size to reference the Zoning Ordinance
- Remove language referencing setback requirements and refer to Pitt County Zoning Ordinance

New variance requests will be heard by the new Board of Adjustment. The Planning Board has reviewed and approved amendments being proposed. Today would be the effective date of the new Pitt County Board of Adjustment. This Board will have to take action on those appointments in the near future. Additional applicants are needed from the south of the river area.

**Motion:**

**Following the public hearing, adopt the proposed Pitt County Manufactured Home Park Ordinance amendments with an effective date of November 3, 2003.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Discussion:**

Vice Chairman James said that the mobile home park will come under the same requirements as a subdivision. Mr. Rhodes said it would be in line with the subdivision ordinance. Commissioner Minges asked if online permitting could be done. Mr. Rhodes said that they have call-in requests for permits but the online permitting is down the road. Commissioner Bowen asked about the regulations being similar to subdivision ordinance. Mr. Rhodes said the original request was for 25,000 feet lots. The minimum square foot needed is around 20,000 if not 25,000. Commissioner Bowen asked if the Planning Board deals with these matters. When one manufactured home moves in a lot with a septic system then sometimes the larger size home cannot meet the setback requirements.

**Public Hearing**

Mr. Tommy Williams said they should let the land be the determining factor. He asked if water and sewer is available, will these lots still be the same size? Mr. Rhodes said they do allow reduction down to 15,000 sq. feet with lots that have water and sewer available. Mr. Williams said what they are doing will eventually eliminate mobile home parks. People cannot afford these size lots and this would do away with mobile home parks. He asked how many affordable houses have they been able to provide by the County? He said with the tightness of money, how many houses are going to be provided? He gave examples of well maintained mobile home parks with smaller lot sizes. He said there are organizations that are trying to get rid of the mobile home parks. He said the same figure was used by the Health Department years ago. He said this has happened before in the County. He said something is going wrong when you have to have 30,000 square foot lots for septic tanks and 15,000 for lots with water and sewer.

Jeff Majette said a lot of his comments have already been brought up. He said people are in mobile home parks because that is what is affordable for them. He said everyone cannot afford big lots. In 1997, the ordinance was totally redone and great improvements were put in there at that time. The lot size was brought up and it has worked very well. He asked that they stick with the lot size in the current ordinance. This proposal has too large of a lot size.

Commissioner Garris asked what would be the downside of folding the current ordinance into the zoning ordinance. Mr. Rhodes said the trend they are seeing is larger and larger homes being installed and they need larger septic systems and larger repair areas. There are concerns that if they continue to have small lots they will continue to have variance requests. He said he would not recommend the 12,500 square foot lot size. Soil type determines the size of the lot. The small size is right at 20,000 square feet. Commissioner Hammond said taxes will go up when someone has to have additional land so its not just the cost of the property. He said there is no need to change to mobile home subdivisions. Some parks are clean and well maintained. Vice Chairman James said the closer you have the homes together, the more crime you are going to have. He said 30,000 square feet is too large but 12,000 - 15,000 square feet is too small. Commissioner Royal said families need some area to move around outside of their homes. He said he is supportive of the staff's recommendation. Chairman Ward spoke to Mr. Rhodes comment about bigger mobile homes. She asked if there are

certain sizes or could the property be based on the size of the home. Chairman Ward asked if the ordinance could be changed to a reasonable square footage.

Commissioner Hammond asked about single wide mobile homes versus double wide mobile homes. Mr. Rhodes said they are requiring 30,000 square feet for double wide mobile homes also.

Mr. Williams said the financing will not allow a double wide to go into a mobile home park. He said this matter addresses 98% of double wide mobile homes. He said this issue is being based on parks without water and sewer. Commissioner Bowen asked if the rules were being made to eliminate mobile home parks? Mr. Rhodes said that is not the intent. Mr. Rhodes said there have not been many mobile home park permits to come in lately. The older parks have 12,000 to 15,000 square feet lots and they are having some problems. Commissioner Bowen asked if environmental health regulations determine the lot size then why is it in this ordinance. Mr. Rhodes said it is more than just the septic system that has to be considered. Mr. Rhodes said the minimum size for a lot with water and sewer is a 15,000 square foot minimum.

**Substitute Motion:**

**Adopt Manufactured Home Park Ordinance with change of 30,000 square feet lots to 20,000 square feet lots.**

**Motion made by Commissioner Mark Owens, Jr.**

**Motion seconded by Vice Chairman Eugene James.**

**Vote Record:**

<b>John Minges</b>	<b>Yes</b>
<b>Jimmy Garris</b>	<b>Yes</b>
<b>Mark Owens, Jr.</b>	<b>Yes</b>
<b>Beth Ward</b>	<b>Yes</b>
<b>Glenn Bowen</b>	<b>Yes</b>
<b>David Hammond</b>	<b>No</b>
<b>Eugene James</b>	<b>Yes</b>
<b>Randy Royal</b>	<b>No</b>

**Total Yes Votes: 6**

**Total No Votes: 2**

**Motion Passed.**

**Public Addresses to the Board**

**Meeting Notes**

Dicky Butler, President of a hunting club in Stokes, spoke about the county hunting ordinance that was adopted. He said the Committee met in 1999 and the requested legislation was sent to Raleigh and was changed in Raleigh. He said it was impossible for the hunters to live with. He said it is unlawful to release hunting dogs or encourage them to run on posted land. He said the law had been changed in Raleigh to say "not allow dogs to run on posted land". He said you cannot keep a dog from running on someone's land. He spoke about a man trying to catch a dog in the highway and catching the dog and locking him in his barn. He said the first offense is \$250 and the second offense was \$250 plus loss of your hunting license. He said this law was not what they agreed on or what was sent to Raleigh. They don't know why it was changed.

Chairman Ward said the Attorney will look into it and bring it back at another meeting.

Thomas McMillan, Grifton resident, spoke representing a group of private mental health providers, Eastern Carolina Provider Consortium. He recognized ten members in attendance. He spoke in support of the consumers being able to choose their service providers. He asked that they look at in house providers before looking outside of the house. He said the providers here have been under contract as providers for Mental Health clients. He said they are very aware of the Senate Bill 381 and Pitt Mental

Health's divestiture. Pitt Mental Health has provided for consumer choice and fair competition among these providers. He asked that they make sure that the consumers are served by culturally diverse network as mandated by General Statutes.

Bobby Sanders said he knows that these hunters cannot control where their dogs go and he has no problem with the law.

Marty Brinson spoke about the animal shelter. She said 348 dogs and cats were brought into the animal shelter. State law requires they be held 72 hours. She said Michele Whaley has done an excellent job with the shelter. They could move the mosquito control to another location and give the animal shelter that space. She said they really should add more cages. She said if the Board passes the ordinance without providing more space it may not be possible to enforce the ordinance.

Bobby Parson and Brenda Tripp, came up together. Ms. Parsons, member of Animal Advisory Board, spoke in favor of the ordinance but it needs to be enforced. She said they get calls about vicious dogs. They need more animal control officers, they only have two and they need seven. They have more ground to cover and need a larger shelter. She said they take animals to Pet Smart to be adopted out on Saturdays. Ms. Tripp said this ordinance was given to this Board several years ago by Nimette Soli. This is an old problem and it is getting worse. She spoke about her mother's experience with a vicious dog. There is no law that protects the people. They went from 3 to 2 rabies control officers when the County took it over. She said they have the same amount of rabies control officers as they do cleaning out the shelter. They need more officers.

Bill Young spoke about the hunting ordinance from 1999. He said Vice Chairman James and Commissioner Bowen sat on that committee. He said they put in a lot of hours on that ordinance. He said they ended up with a good ordinance that the hunting clubs as well as the residents were satisfied with. He said the ordinance was sent to Raleigh but it was changed in the Wildlife Commission. He said he did not understand why they changed it without including the County in the process. He recommended that they pull back the original committee or use the current wildlife committee. He asked why they changed it? It needs to be changed to something the hunters and residents can live with. He said they will get it changed someday. He suggested it be referred back to a committee to get resolved.

Eugene Roberson lives east of Ayden on Hwy 102, member of Swift Creek Hunting Club, spoke about the hunting ordinance. He said they leased land and he cannot let his dogs out on land that he leased. A man intentionally tried to catch his dogs. They listen to the radio to see where they are hunting and he harasses them. He wants to be treated fairly.

Bob Morrison chemistry professor at ECU, spoke about the Animal Control Ordinance. He spoke about his being an Ironman Triathlete. He said he is serious about his training and that rural running dogs are a hazard to cyclists. He has had five major collisions with dogs. He spoke about back roads and cyclist problems with dogs.

Ken Manning, Bethel, Hwy 30 said he was on the committee and reinforced others comments. He represents the Old Hickory Hunting Club and this needs the Board's immediate attention. He said they did not intend for this law to be like it is. He said they are law abiding citizens and try to do right. He said they spent a lot of time working to get his ordinance right. He would like the committee to readdress this matter.

Garland Warren, Calico Hunting Club, said they pay a lease on land but the man came and put a house on some land near where they hunt. Now the man catches their dogs, locks them up and calls the Sheriff's Office. He compared it to someone living on a golf course that does not like to play golf. This man put his house there knowing they had a lease to hunt on the land. He said he feels this is one sided.

Gus Keel, Veterinarian, Chairman of Wildlife Committee, said he wanted to speak on the fox trapping item which he would do later. However, he also stated that the law on the books about hunting is wrong.

Vice Chairman James asked if the fox trapping item could be moved up to the next item since some of the same people were present for that part of the meeting.

**Motion:**

**Move fox trapping up to next item.**

**Motion made by Commissioner David Hammond.**

**Motion seconded by Vice Chairman Eugene James.**

**Motion Passed Unanimously.**

*Establishment of a Fox Trapping Season in Pitt County - John K. Bulow*

**Information Provided with the Agenda**

The Pitt County Board of Commissioners established a Wildlife Committee to advise the Board on hunting and trapping issues. This committee has met several times to discuss the issue of a request to establish a fox trapping season in Pitt County. After much discussion with representatives of the Wildlife Resources Commission and among the committee members representing various animal and sportsman's interest, the Committee voted to forward to the Commissioners the following recommendation;

A fox hunting season should be established in Pitt County starting the day after the end of deer hunting season (generally January 2nd of each year) and ending on January 31st of each year.

That the use of non-lethal traps be used.

That individuals trapping within this season comply with all state guidelines and laws (i.e. must have landowners written permission, each trap must have owners identification, and the trap must be monitored every 24 hours).

If the Board votes to proceed with asking the General Assembly for a fox season for Pitt County, prior to submission to the legislature County staff will work with the General Assembly bill writing staff to draft potential legislation. Once a draft has been developed with input from the Wildlife Committee, a final version will come back to the Board of Commissioners for approval and submission to the General Assembly in the upcoming short session.

The committee has worked diligently to bring forward this recommendation. All parties involved have compromised for the common good to present the recommendation for consideration. A significant factor in determination of this recommendation is that a trapping season would lessen the need for foxes to be imported from outside the County and thus increasing the risk of transmitting diseases known to exist in animals from other locations. Trapping seasons in the counties have been proved not to have a detrimental affect on the total fox populations.

**Staff Recommendation**

Direct staff to proceed with the drafting of the proposed legislation.

**Meeting Notes**

Mr. Bulow stated that the Board had established the Wildlife Committee (officially called the Wild Game Advisory Committee). He introduced Gus Keel, Chairman of the committee, who presented the recommendation. Dr. Keel said they questioned the need for a fox trapping season at first but they have negotiated and have a compromise to present. Their recommendation is for a one month season beginning January 2, 2003 or next day after the last day of deer season and it would run until the end of January. This would reduce dogs getting to traps. They recommend use of non-lethal traps and to follow all NC laws regarding no snares and have written permission of landowners. Traps must be monitored every 24 hours. An additional concern is that foxes being trapped out of North Carolina are being brought

to this State for trapping. The foxes coming from Texas have a rabies resistant strain of the virus which they want to keep that strain of foxes out of North Carolina.

Mr. Bulow stated that the recommendation is for the Board to vote to develop an ordinance and draft legislation to establish the season. Commissioner Garris wanted to recognize the individuals on that committee. He thanked each of the committee members. He stated he was impressed with the commitment to animal life of the members. He spoke about the willingness of this group to compromise. He commended the committee for their work.

**Motion:**

**Recommendation is to develop an ordinance and draft legislation to establish the season of one month season beginning January 2, 2003 or next day after the last day of deer season and it would run until the end of January.**

**Motion made by Commissioner Jimmy Garris.**

**Motion seconded by Vice Chairman Eugene James.**

**Motion Passed Unanimously.**

**Items for Report**

*Manager's Report - Scott Elliott*

**Information Provided with the Agenda**

Next Meetings

November 17th, 6 pm

December 1st, 9am

Joint Meeting on Education Compact, November 10, 2003, 6pm dinner, 7pm meeting, Ag. Center

Public Input Meeting for the 2006-2012 TIP, November 10, 2003, 2:00-4:00 p.m., Craven

Community College, New Bern

**Meeting Notes**

Mr. Elliott reviewed each of the items listed in the Manager's report. He also noted that today, November 3, 2003 is the first day of countywide zoning in Pitt County. He reported that Hurricane Isabel relief fund would be administered by the Red Cross and people could call 355-3800 to apply for funds. He stated that 90% of the funds would be used for housing needs. Pitt County has allocated less than \$14,000. The disbursement should be made around November 15. He also informed the Board that the Council on Aging was having a fund raising campaign kick-off today at 2pm out on the property on County Home Road.

*Department Spotlight - Department of Social Services - Edward L. Garrison*

**Information Provided with the Agenda**

The County's Department of Social Services Director will present information on the functions of the Social Service Department.

**Meeting Notes**

Mr. Garrison thanked the Board for this opportunity. He provided the mission statement for Social Services. He said their budget and function affects the lives of a lot of people in Pitt County. He added that "if our children are the future then the elderly are our legacy".

**Information Provided with the Agenda**

The N. C. Department of Human and Human Resources, Division of Social Services wishes to commend Pitt County and the Pitt County Department of Social Services for accepting the Challenge for Children 2003.

The foster care system provides an invaluable, often life saving service for children who cannot remain in their own homes. The goals of foster care are to provide stability and safety on a temporary basis to children until reunification with parents or placement for adoption. A major goal of our system is to reduce the number of children who remain in custody of Social Services more than twelve months.

Pitt County is to be commended for accepting the Challenge for Children in 2002 and for contributing to its success. The County has also accepted the Challenge for Children for 2003 and is dedicated, along with the other counties in North Carolina, to making the Challenge successful in 2003.

**Meeting Notes**

Ms. Julie Rawls said there is a backlog of children in foster care. Staff made their commitment to make this goal of the backlog to be accomplished in one year. She said that since 1998, they have significantly decreased the number of children in foster care. In 2003, there were 72 children in foster care. They have accepted this challenge for the children. Commissioner Minges asked about the Christmas program. Ms. Rawls said there are 137 children currently in custody and they depend on the community to provide Santa for these children. They make a plea for assistance for "Santa" for the children in foster care. Commissioner Garris expressed his appreciation to the whole department because they accepted this challenge without any additional funding. Ms. Rawls said initially there were only a few counties that make the commitment but that has increased.

*Special Olympics North Carolina selects Greenville-Pitt County as Site for 2004 Basketball State Games - Alice Keene*

**Information Provided with the Agenda**

Mr. Keith Fishburne, Director of North Carolina Special Olympics would like to share information regarding the 2004 Basketball State Games with the County Commissioners. Pitt County Community Schools and Recreation will be one of the leading agencies in the organization, development and implementation of this Tournament. The 2004 Basketball Tournament is an annual event featuring state level competition in three levels of competition: full-court 5-on-5, half-court 3-on-3, and individual skills competition. SONC anticipates approximately 900 Special Olympics athletes from across the State of North Carolina for this event. In addition to the competition, other special activities include Opening Ceremonies to be held on Friday evening, and a Victory Dance on Saturday night. This will be the first statewide Special Olympics event to be held in Greenville and Pitt County since the 1992 Summer Games.

**Staff Recommendation**

Endorse this event and pledge the support of Pitt County through Community Schools and Recreation.

**Meeting Notes**

Ms. Alice Keene said they have good news that this community has been selected for the site of the Special Olympics 2004 Basketball State Games. Mr. Keith Fishburne is present to share information about this event. Mr. Fishburne said Special Olympics in this country has been very important. North Carolina has 32,000 athletics and has the largest program in the United States and over 1300 of the athletes are in Pitt County. He said the Board of County Commissioners and the City Council have always been

very supportive. One State organization serving one mission. Monty Castevns was first State director and was from Pitt County.

One of the five events, the basketball state games, will be held in Pitt County. Over 900 athletes and coaches will come into Pitt County with a possible economic impact of \$170,000. They will need housing through the weekend. They will provide a high quality event. He invited the commissioners to come out and volunteer. On November 20, there will be a kickoff announcement for the event. He presented a plaque for Pitt County Commissioners for outstanding support through the years for the Special Olympics.

*Review of the Mental Health Business Practices for Contracting out New and divested Services - Debra Dihoff*

### **Information Provided with the Agenda**

Mental Health is into our first year of implementing the Board of County Commissioner's approved business plan. One of the most important tasks is to divest some of the services mental health has historically operated to the private sector. Much work has gone into the development of a fair, equitable, reasonable process of selecting the best possible provider. Commissioners need to be apprised of the process so they are aware in case questions arise. By divesting, mental health can concentrate on the new functions of the local management entity: authorizing, funding, and monitoring care through a system of high quality private providers. A brief powerpoint presentation will be made to explain the evolution of the process, the contribution of multiple stakeholder groups, short term problems we face in coverage, as well as the presentation of a divestiture schedule for this fiscal year.

### **Staff Recommendation**

Accept Report

### **Meeting Notes**

- Ms. Dihoff spoke about emerging business practices. They are going to look closer at how the providers get into the network. She said they need coordination with central review. Providers could end up shaping the services. The LME needs to shape the need for providers. Pitt Mental Health is currently providing 40% of services and contracting 60% of the services. The trend has been for them to move in for something like a level 3 more expensive group home. They have too much of high end with collaboration type of services and not enough preventive, home-based, intensive services that result in keeping families intact rather than advancing to residential care. The range of service contract value with our provider entities (roughly 50) is from \$5,000 to \$1.5 million. A lot of money is going out through contracts. The plan to fix this problem is to manage the entrance into the network. If they need the service, they will contract with them. The Business Plan outlines a system for *managing* the entrance into the network through a systematic look at *qualifications* and *need* by a review committee. Qualifications are laid out by the State. Best practices are laid out as effective for achievement in mental health needs.

For development of developing new services or divesting publicly operated services:

- Will use a Request for Proposal Process (RFP)
- Need has already been determined so this bypasses the entry review committee
- Built into the RFP are the same qualification requirements as exist for general network entrance
- Belief that the use of the RFP is an important method to safeguard *fairness* in the process

### **RFP SPECIFICS**

- **We advertise the proposal in the local paper, to our current providers as appropriate, and to any provider who has expressed an interest in this service**
- **We use statewide contact lists of providers**
- **We hold a bidder's conference for the larger proposals**
- **Company profile**
- **Licensing and Accreditation**

- **Staffing and Supervision**
- **Risk Management**
- **Quality Improvement**
- **Business and Fiscal Stability**
- **Best Practices, Service Specific Information**

**Proposal Evaluation**

- **A Review Panel reviews and scores the proposals against a predetermined point schedule**
- **Review Panel includes:**
  - ? **A consumer or family member who would be served by the program**
  - ? **A professional who is knowledgeable about the program model, population**
  - ? **A quality improvement professional**
  - ? **A financial / business professional**
- **The review panel is always composed of one or more individuals who do not work for Pitt Mental Health**
- **Recommendations are made to the Director for NEW service selection**
- **Recommendations for Divested Services also progress to the Advisory Board for ratification**
- **Awards are made to the selected company**
- **Companies not selected may appeal to the Mental Health Advisory Board following a set appeal progression**

They look at cost, licensure, experience, need, and encourage networks to develop. They would like providers to get together and come up with a plan to address several needs as one provider. They are going to use a request for proposal process for reviewing the providers. They have had input from providers, staff, looked at other areas Request for Proposals (RFPs) and used outside parties for review. They will start advertising this Saturday for providers. They have a review panel to review and score on a point scale. The panel includes a consumer, professional about the population, and at least one person that is not employed by mental health. The review panel will make their presentation to Ms. Dihoff. There is an appeal process. She provided a calendar for the divestiture/procurement of services.

Ms. Dihoff said this is a big process of change and there is unrest and turmoil due to loss of staff. They are faced with staff coverage problems. Long term this is good but short term it is creating coverage issues for them. No regular jobs will be offered until February 1, 2004. They are looking for past employees or contractors to help get them through the process. She said the commissioners may receive calls from people. They are about serving their consumers, not their providers or their staff. Enhanced monitoring efforts are going on. Vice Chairman James said the most important thing is that the service does not drop. Ms. Dihoff said they have added some services using best practices. System Reform requires them to look at best practices. Vice Chairman James asked if they were on target for collecting funds. Ms. Dihoff said their collections and productivity are good and they are on target. Vice Chairman James asked how the program status is with the State. Ms. Dihoff said there is no change. They have conditional approval but have 2 conditions, partnering to meet the 200,000 population requirement and divestiture. They are concerned about the funds to fully function for the population of under 200,000. Commissioner Bowen asked about the appeal process for providers trying to get into the network. Ms. Dihoff said appeals will end with the Advisory Committee. Some appeals may be made to her, but it is determined by the size of the project. Commissioner Minges asked if there will be additional services contracted out of the 40% of services that Pitt Mental Health is providing to date. She said case management may be kept in-house with fifty to sixty positions. She said she would research this question and get back with the Board. Commissioner Hammond said he was concerned about some of the contracts. Ms. Dihoff said that she assures that a fair process is being followed. Commissioner Royal said there may be some present and past employees that may have the edge when doing the RFPs. Ms. Dihoff said the new chief of child and family services, who is newly appointed, is trying to find short term people that they can hire on temporary contracts. They look at people who can step into the Mental Health program and pick up a case load and keep it intact for three months until it can be contracted out to a provider. They have looked at retirees and people who have left Mental Health. Commissioner Royal said some providers

are saying that the client has a choice and Mental Health is making the decisions on their providers without offering them a choice. Ms. Dihoff said that is not true. They are trying to keep things together until the divestiture.

#### **Divestiture/Procurement Schedule**

- *Example Number One: New Service, Assertive Community Treatment Team (ACTT) ( a new service)*
    - ? Sept 22 - *Solicitation begins*
    - ? Oct 16 - *Bidder's conference*
    - ? Nov 7 - *Deadline for submission*
    - ? Nov 10-23 - *Evaluation period*
    - ? Nov 24 - *Notice of Award*
    - ? Jan 2 - *Target service initiation date*
  - *Child and Family (EARTH and Outpatient) - target divestiture date of Feb 1, 2004 - solicitation begins Nov 12, 2003*
  - *Medicaid Waiver Case Manager – streamlined RFP process for small scale operations, to begin in November*
  - *Work First – to begin in November*
  - *Early Intervention – to be divested July 04*
- ❖ **Child and Family service divestiture will result in a reduction in force of 22.5 positions, but only 15 filled currently, of which 14 are permanent staff, others are probationary or temporary**

*Board of Commissioners Workshop Agenda - Scott Elliott*

#### **Information Provided with the Agenda**

On Monday, November 3, 2003, Chairman Beth Ward has scheduled the Board of Commissioners to hold a workshop to discuss several topics. This workshop will be held after the Board's regular morning meeting on this same day. It is planned for the Board to meet in the morning for the regular meeting. After this the Board will break for lunch (to be catered in) and then have a "workshop".

The following items are to be discussed or presented at this workshop:

- \*Voting Pro Equipment for Commissioners Meetings
- \*Rules of Procedure
- \*Efficiency Study Consideration
- \*Other Matters

#### **Staff Recommendation**

Information Only.

#### **Meeting Notes**

Mr. Elliott said the list of items has been provided for the Board's consideration.

#### **Items for Consent**

#### **Motion:**

**Motion to approve items for consent.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**There was discussion about the tobacco allotment buyout. Mr. Mitch Smith said that he receives questions about if we would have a tobacco buyout. He believes it will happen but not real soon. It would mean \$13 million going to tobacco areas.**

**Motion Passed Unanimously.**

*Budget Amendment - Social Services - Carolina Power & Light - \$126 (No County \$) - Edward L. Garrison*

**Information Provided with the Agenda**

The Department of Social Services has received an additional funding authorization for \$126.00 for Project Share - CP&L Program. These funds are used to provide energy assistance to customers of CP&L who are also clients of the Department and are not eligible for other Federal or State energy programs.

The Department is requesting a budget amendment to bring the funds budgeted in the line item up to the level of funding provided by the NC Division of Social Services and CP&L. The Department is requesting an increase of \$126.00 in both expenditures and revenues.

No additional County funds are requested.

**Staff Recommendation**

Staffs recommend approval.

**Manager Comments**

Concur with staff recommendation.

**Pitt County  
Finance**

# Budget Amendment Request

Department: SOCIAL SERVICES Date of Request: 10/22/03

FY Budget: FY 03/04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165488-560501	CP&L ENERGY ASSISTANCE	126	
162400-423000	SOCIAL SERVICES ADMINISTRATION	126	

**Department Justification:** (Please provide detailed explanation)

To increase the line item budget to reflect the official funding authorization received from the NC Division of Social Services.

**Motion:**  
**Staffs recommend approval.**  
**Motion made by Vice Chairman Eugene James.**  
**Motion seconded by Commissioner John Minges.**  
**Motion Passed Unanimously.**

*Budget Amendment - Social Services -Hurricane Isabel Relief Fund - \$13,998.62 (No County \$) - Edward L. Garrison*

**Information Provided with the Agenda**

Pitt County has received notification from the State of North Carolina and the Governor's Office that \$13,998.62 has been awarded to Pitt County to assist victims of Hurricane Isabel in Pitt County. Pitt County will convene an "Hurricane Isabel Unmet Needs Committee" comprised of agencies and individuals selected by the County Government. The "Unmet Needs Committee" will determine the criteria for awarding grants to victims of the hurricane in accordance within the guidelines established by the Governor's Office. The County Government and the Department of Social Services is in the process of developing procedures to accept applications and distribute these funds.

The Department of Social Services is requesting a budget amendment to increase expenditures and revenues by \$13,998.62.

No additional County funds are requested.

**Staff Recommendation**

Staffs recommend approval.

**Manager Comments**

Concur with staff recommendation.

Pitt County  
 Finance

# Budget Amendment Request

Department: SOCIAL SERVICES Date of Request: 10/16/03

FY Budget: FY 03/04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
169100-589001	HURRICANE ISABEL	13,999	
162800-484002	NC HURRICANE RELIEF DONATIONS	13,999	

**Department Justification:** (Please provide detailed explanation)

Pitt County Government and the Dept. have received the official notification of the Hurricane Isabel relief funds distributed to the County. This amendment is to budget those funds.

**Motion:**  
**Staffs recommend approval.**  
**Motion made by Vice Chairman Eugene James.**  
**Motion seconded by Commissioner John Minges.**  
**Motion Passed Unanimously.**

*Budget Amendment - Social Services - FEMA - Emergency Shelter - \$4,141 (No County \$) - Edward L. Garrison*

**Information Provided with the Agenda**

The Department of Social Services has received notification of a supplemental grant of \$4,141 of FEMA funds through the United Way's Emergency Food and Shelter program. These funds will be used to provide energy assistance to clients of the Department who are not eligible for other Federal and State energy programs.

The Department is requesting a budget amendment to appropriate the additional funds that have been provided by FEMA. The Department is requesting an increase of \$4,141.00 in both revenues and expenditures.

No additional County funds are requested.

**Staff Recommendation**

Staffs recommend approval.

**Manager Comments**

Concur with staff recommendation.

**Pitt County Finance                      Budget Amendment Request**

Department:      SOCIAL SERVICES    Date of Request:    10/22/03

FY Budget:      FY 03/04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165488-560502	UNITED WAY	4,141	
162400-433065	UNITED WAY	4,141	

**Department Justification:** (Please provide detailed explanation)

To budget the supplemental FEMA grant funds received in CFY 03-04. Federal grant year 02-03.

**Motion:**

**Staffs recommend approval.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Motion Passed Unanimously.**

*Budget Amendment - Social Services - Smart Start Day Care - \$230,840 (No County \$) - Edward L. Garrison*

**Information Provided with the Agenda**

The Department of Social Services has received notification that the balance of Pitt County's Smart Start allocation for Day Care has been confirmed and awarded. These funds will be used to provide Day Services to eligible children. The funds will allow the Department to continue to provide day care services at the current levels.

The Department is requesting a budget amendment to increase Smart Start revenues and expenditures by \$230,840.00. These are 100% State funds and no additional County funds are requested.

**Staff Recommendation**

Staffs recommend approval.

**Manager Comments**

Concur with staff recommendation.

# Pitt County                      Budget Amendment Request Finance

Department:        SOCIAL SERVICES    Date of Request:    10/16/03

FY Budget:        FY 03/04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
165421-531403	DAYCARE - SMART START	230,840	
162400-423401	SMART START	230,840	

**Department Justification:** (Please provide detailed explanation)

The Dept. has received notification of the final allocation for Smart Start Day Care funds. To reflect final allocation of funds.

**Motion:**  
**Staffs recommend approval.**  
**Motion made by Vice Chairman Eugene James.**  
**Motion seconded by Commissioner John Minges.**  
**Motion Passed Unanimously.**

*Budget Amendment - Mental Health Allocation - \$80,000 (No County \$) - Debra Dihoff*

**Information Provided with the Agenda**

Pitt Mental Health has received a Federal allocation of funds in the amount of \$80,000 from the North Carolina Division of Mental Health to be used to fund 2.0 full-time positions to support the North Carolina Work First/Child Protective Services Substance Abuse Initiative. Due to MH System Reform and current operations, Mental Health will seek to contract for these positions. This budget amendment appropriates this funding and related disbursement. No additional county funds are required.

**Staff Recommendation**

Approval of budget amendment as submitted

**Manager Comments**

Concur with staff recommendation.

**Pitt County  
Finance**

**Budget Amendment Request  
DATE: November 21, 2003**

Department: Mental Health Date of Request: 10-16-03

FY Budget: 03-04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
193279 423005	Adult Sub Abuse TANF	80,000	
195279 561095	Contracted Services Grant Funds	80,000	

**Department Justification:** (Please provide detailed explanation)

Division of Mental Health Allocation Letter #04-E35-PT-03. Addition of \$80,000 in Federal grant funds for 2.0 FTE Qualified Sub Abuse Professionals to work with Work First/Child Protective Services Sub Abuse Initiative.

**Motion:**  
**Approval of budget amendment as submitted**  
**Motion made by Vice Chairman Eugene James.**  
**Motion seconded by Commissioner John Minges.**  
**Motion Passed Unanimously.**

Budget Amendment - Soil & Water Grant - \$64,350 (No County \$) - Melonie Bryan

**Information Provided with the Agenda**

Pitt Soil & Water has received grant funding in the amount of \$64,350 from the North Carolina Foundation for Soil and Water Conservation Districts to be used for animal waste lagoon closures in Pitt County to reduce threats to water quality. This budget amendment appropriates this funding and related disbursement. No additional county funds are required.

**Staff Recommendation**

Approval of budget amendment as submitted.

**Manager Comments**

Concur with staff recommendation.

Pitt County  
Finance

Budget Amendment Request  
DATE: November 21, 2003

Department: Soil & Water Date of Request: 10-17-03

FY Budget: 03-04

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
243648 436000	Non Federal Categorical Grant	64,350	
245648 561000	Contracted Services	64,350	

**Department Justification:** (Please provide detailed explanation)

Appropriating grant funding from the N.C. Foundation for Soil & Water Conservation Districts to be used for animal waste lagoon closures in Pitt County.-

**Motion:**

**Approval of budget amendment as submitted.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Motion Passed Unanimously.**

*Set Public Hearing for Soil Erosion and Sedimentation Control Ordinance Amendment for November 17, 2003 - Dwane Jones*

**Information Provided with the Agenda**

The Soil Erosion and Sedimentation Control Ordinance was amended in 1997 to include plan review and civil penalty assessment by the Technical Review Committee (TRC). Since that time, several civil penalty assessments have been appealed using the current process. Currently, once the TRC conducts

a hearing on a civil penalty assessment, the alleged violator may appeal the committee's decision back to the committee. Subsequently, the committee makes a recommendation on the appeal and forwards it to the Board of County Commissioners for final decision.

In an effort to shorten the appeal process, Planning staff recommends removing the step involving the TRC's review of the appeal. The steps for the amended civil penalty assessment process would include: (1) Technical Review Committee review and decision on penalty assessment; (2) if appealed, the Board of Commissioners will render a decision on the penalty assessment; and (3) the Superior Court will consider appeals of the Board of Commissioners decision. (see attachment).

**Staff Recommendation**

Set a public hearing date for November 17, 2003, for consideration of the proposed amendment to the Soil Erosion and Sedimentation Control Ordinance.

**Manager Comments**

Concur with staff recommendation.

**Motion:**

**Set a public hearing date for November 17, 2003, for consideration of the proposed amendment to the Soil Erosion and Sedimentation Control Ordinance.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Motion Passed Unanimously.**

*Tobacco Allotment Buy-Out Program Resolution - Mitch R. Smith*

**Information Provided with the Agenda**

The County Manager's Office received a letter from Polly Johnson, County Administrator for the Board of Supervisors for Buydton, Virginia. The letter ask that the Pitt County Board of Commissioners adopt a similar resolution and forward the resolution to Polly Johnson. Mitch Smith, Cooperative Extension Director has reviewed the resolution and agrees that the Board of Commissioners should take action. Please see attached resolution.

**Staff Recommendation**

No recommended motion.

**Manager Comments**

Concur with staff recommendation.

***PITT COUNTY BOARD OF COMMISSIONERS  
GREENVILLE, NORTH CAROLINA  
NOVEMBER 3, 2003***

***RESOLUTION  
RE: TOBACCO ALLOTMENT BUY-OUT PROGRAM***

**WHEREAS**, tobacco production has played a vital role in the economy of Pitt County throughout the history of the region;

**WHEREAS**, tobacco producers and their families have been important contributors to the family-oriented society which makes our region so desirable;

**WHEREAS**, the tobacco industry is under assault on many fronts, as a result of which the continued production of tobacco in the region is seriously endangered;

**WHEREAS**, the elimination of tobacco production on Pitt County will not prevent the production and consumption of cigarettes, as tobacco will be supplied in the future by importation of cheaper tobacco;

**WHEREAS**, the elimination of tobacco production in this region will cause significant harm to the culture, heritage and economic stability of a region which cherishes its way of life;

**WHEREAS**, the proposed tobacco allotment buy-out program is absolutely necessary for those who have worked so hard to create equity in their tobacco allotment.

**IT IS HEREBY RESOLVED** that the Pitt County Board of Commissioners expresses its unqualified support for implementation of a tobacco allotment buy-out program which fairly compensates tobacco producers and allotment holders for their loss of allotment, and urges all federal legislative action required to promptly enact and implement that program.

**IT IS FURTHER RESOLVED** that the Pitt County Board of Commissioners hereby express their pride in tobacco producers and their families, and their appreciation for the important societal contributions they have made through their hardworking, family-oriented lifestyle.

**ADOPTED** this the 3<sup>rd</sup> day of November, 2003.

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Beth B. Ward, Chairman

Attest:

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Susan Banks, Clerk to the Board

**Motion:**

**Motion to approve tobacco buyout resolution.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Motion Passed Unanimously.**

**Information Provided with the Agenda**

A request has been received from the Grifton Community Fire Association to change the name of the Grifton Rural Insurance District as recorded with the North Carolina Department of Insurance to the Grifton Rural Fire District. This name change is requested to avoid confusion with citizens looking for the Grifton Rural Fire District.

**Staff Recommendation**

Approve requested name change

**Manager Comments**

Concur with staff recommendation.

**RESOLUTION  
SUPPORTING CHANGE OF NAME TO  
GRIFTON RURAL FIRE DISTRICT**

THAT WHEREAS, it has been brought to the attention of the Pitt County Board of Commissioners that the Grifton Rural Insurance District as listed with the State Department of Insurance needs a change of name;

WHEREAS, the current name “GRID” which stands for “Grifton Rural Insurance District” is confusing to people looking for a district concerning the Grifton Fire Department; and

WHEREAS, North Carolina law states that the Board of County Commissioners has the power to designate fire districts for insurance grading purposes; and

WHEREAS, the Grifton Rural Insurance District, also known as GRID has, through their authorized representative, requested that the Board of Commissioners change its name to “GRIFTON RURAL FIRE DISTRICT”, using no abbreviation.

NOW, THEREFORE, BE IT RESOLVED, that the Pitt County Board of Commissioners hereby authorizes a name change for the Grifton Rural Insurance District to the “Grifton Rural Fire District” effective immediately upon signing of this Resolution.

AND BE IT FURTHER RESOLVED, that the Chairman of the Pitt County Board of Commissioners and the Clerk to the Board shall execute this Resolution confirming support of this name change.

Duly adopted this the 3rd day of November, 2003.

**PITT COUNTY BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Chairman

Attest:

\_\_\_\_\_  
Susan Banks, Clerk to the Board

**Motion:**

**Approve requested name change.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Motion Passed Unanimously.**

*Approval of Minutes - Susan Banks*

**Information Provided with the Agenda**

October 20, 2003

**Staff Recommendation**

Approve minutes of October 20, 2003 Board meeting.

**Manager Comments**

Concur with staff recommendation.

**Motion:**

**Approve minutes of October 20, 2003 Board meeting.**

**Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner John Minges.**

**Motion Passed Unanimously.**

**Staff Recommendation**

Motion to approve items for consent.

**Items for Discussion**

*Reconsider Night Meetings - Postponed until next meeting - Glenn Bowen*

**Staff Recommendation**

No staff recommendation.

**Items for Decision**

*Budget Amendment - Social Services - Child Support Expansion - \$72,204 - Item was delayed until next meeting - Edward L. Garrison*

*Church Exemption - Miracles of Faith Soul Saving Station - Glenn Cutrell*

**Information Provided with the Agenda**

Miracles of Faith Soul Saving Station submitted a late application requesting relief of property taxes for the 2003 tax year. They are located at 1803 Flemming School Road, Greenville, and are identified as tax parcel number 47435. The property meets the requirements as stated in NCGS 105-278.3 (Real and Personal Property Used for Religious Purposes). The 2003 taxes owed are \$ 2,217.43.

#### **Staff Recommendation**

The Board of County Commissioners has the authority to accept late applications pursuant to NCGS 105-282-1(a)(a1). Tax Assessor recommends relief of taxes due to property owned and occupied as a church.

#### **Manager Comments**

Concur with staff recommendation.

#### **Motion:**

**The Board of County Commissioners has the authority to accept late applications pursuant to NCGS 105-282-1(a)(a1). Tax Assessor recommends relief of taxes due to property owned and occupied as a church.**

**Motion made by Commissioner Mark Owens, Jr.**

**Motion seconded by Commissioner David Hammond.**

**Motion Passed Unanimously.**

*Award of Bank Financing and Call for a Public Hearing - Emergency Medical Services (EMS) facilities - Melonie Bryan*

#### **Information Provided with the Agenda**

As the Board is aware, the County plans to construct two (2) EMS facilities this fiscal year - Bethel and Bell Arthur stations. The financing for these two stations is anticipated to be a bank loan not to exceed \$560,000 as per the County's adopted Fiscal Year 2003-2004 budget. As required by the Local Government Commission (LGC), a public hearing is required to accept public comment and make Board findings when borrowing money under NCGS 160(A)20 - the statutes which address using real estate as the security. Borrowings of greater than \$500,000 involving real estate fall under these statutory requirements.

Staff recommends the County schedule a public hearing for November 17, 2003 at 6pm. After the public hearing is completed, information will be forwarded to the LGC for action and approval at their December 2, 2003 meeting.

Additionally, the timing of the closing this transaction is critical. Rates will be much more favorable for a small, privately placed loan in calendar year 2003 as the County is "bank qualified". This term applies when a jurisdiction borrows less than \$10million in a calendar year. The County will not qualify for this IRS exemption next year as the \$30million public offering is scheduled for school facilities. Therefore, we anticipate closing prior to December 31, 2003 to take advantage of the favorable rate structure. Additionally, the County has begun incurring costs and the financing needs to be in place to carry these costs.

Requests for Proposals on financing arrangements were mailed on October 17, 2003 with responses due on October 29, 2003 at 5pm. Staff will bring the ranking sheet with a recommendation to the meeting so financing can be awarded. Again, timing is critical as the quotes are only valid for 45 days.

#### **Staff Recommendation**

Schedule public hearing for November 17, 2003 at 6pm and review RFP information to be presented at the meeting and award to most favorable institution.

**Manager Comments**

Concur with staff recommendation.

The Board of Commissioners for the County of Pitt, North Carolina met in a regular meeting in the Commissioners' Auditorium at the Pitt County Office Building in Greenville, North Carolina, the regular place of meeting, at 9:00 a.m. on November 3, 2003.

Present: Chairman Beth B. Ward, presiding, and Commissioners Glenn Bowen, Jimmy Garris, David Hammond, Eugene James, John Minges, Randy Royal, and Mark W. Owens, Jr.

Absent: Commissioner Tom Coulson

Also present: Scott Elliott, Manager; Melonie Bryan, Director of Financial Services, Joanne Burgdorff, County Attorney and Susan Banks, Clerk to the Board.

\* \* \* \* \*

Commissioner Eugene James introduced the following resolution the title of which was read and copies of which had been distributed to each Commissioner:

**RESOLUTION ACCEPTING THE PROPOSAL OF WACHOVIA BANK IN CONNECTION WITH AN INSTALLMENT FINANCING FOR CAPITAL IMPROVEMENTS**

WHEREAS, the County of Pitt, North Carolina (the "County") intends to enter into an installment financing agreement pursuant to G.S. §160A-20 of the General Statutes of North Carolina for the purpose of paying the cost of acquiring, constructing and equipping two emergency medical services facilities for the County; and

WHEREAS, the County has solicited proposals from banks to provide the financing for such improvements; and

WHEREAS, upon careful review and consideration of the proposals submitted by banks to provide such financing, the County desires to accept the proposal of Wachovia Bank;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Pitt, North Carolina (the "Board") as follows:

1. The proposal of Wachovia Bank to provide financing through an installment financing agreement in the principal amount not to exceed of \$560,000 for the purpose of providing funds to pay the cost of acquiring, constructing and equipping two emergency medical services facilities of the County is hereby accepted, subject to further approval of the particular documentation related thereto by the Board.

2. The County Manager and the Deputy County Manager/Financial Services of the County are hereby authorized and directed to execute and deliver such documentation as may be necessary to accept the proposal of Wachovia Bank.

3. This resolution shall take effect immediately upon its passage.

Upon motion of Commissioner Eugene James, seconded by Commissioner Randy Royal, the foregoing resolution was adopted by the following vote:

Ayes: Glenn Bowen, Jimmy Garris, David Hammond, Eugene James, John Minges, Randy Royal, Mark W. Owens, Jr. and Beth B. Ward.

Noes: \_\_\_\_\_

Thereupon, Commissioner Eugene James introduced the following resolution the title of which was read and copies of which had been distributed to each Commissioner:

**RESOLUTION CALLING A PUBLIC HEARING IN CONNECTION WITH AN INSTALLMENT FINANCING FOR CAPITAL IMPROVEMENTS**

WHEREAS, the County of Pitt, North Carolina (the "County") is considering entering into an installment financing agreement pursuant G.S. 160A-20 in the principal amount not to exceed \$560,000 for the purpose of providing funds, together with any other available funds, to pay the costs of acquiring, constructing and equipping two emergency medical services facilities for the County; and

WHEREAS, in accordance with G.S. 160A-20(g), the County is required to hold a public hearing on such installment financing agreement;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners for the County hereby fixes 5:00 p.m. on November 17, 2003 in the Commissioners' Auditorium at the Pitt County Office Building in Greenville, North Carolina, as the hour, day and place for the public hearing on such installment financing contract and hereby directs the Clerk to the Board of Commissioners for the County to publish notice of such public hearing once in The Daily Reflector not later than the 10th day before said date.

Upon motion of Commissioner Eugene James, seconded by Commissioner Randy Royal, the foregoing resolution was adopted by the following vote:

Ayes: Glenn Bowen, Jimmy Garris, David Hammond, Eugene James, John Minges, Randy Royal, Mark W. Owens, Jr. and Beth B. Ward.

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Noes: \_\_\_\_\_

\* \* \* \* \*

I, Susan J. Banks, CMC, Clerk to the Board of Commissioners for the County of Pitt, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so

much of the proceedings of said Board for said County, at a regular meeting held on November 3, 2003, as it relates in any way to the passage of a resolution relating to an installment financing agreement for capital improvements and passage of a resolution calling a public hearing thereon and that said proceedings are recorded in the minutes of said Board.

I DO HEREBY FURTHER CERTIFY that a schedule of the regular meetings of said Board, stating that the regular meetings of said Board are held on the first Monday of each month at 9:00 a.m. and the third Monday of each month at 5:00 p.m. in the Commissioners' Auditorium at the Pitt County Office Building in Greenville, North Carolina, has been on file with me for at least seven calendar days prior to said meeting, all in accordance with G.S. §143-318.12.

WITNESS my hand and official seal of said County this 3<sup>rd</sup> day of November, 2003.

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Clerk to the Board of Commissioners

[SEAL]

**Meeting Notes**

Ms. Bryan said in the budget this year are funds to build two EMS facilities, Bethel and Bell Arthur. There were two responses on the financing, one from Wachovia and one from BB&T for 10 year terms.

Wachovia 3.75% No closing costs  
BB&T 3.90% ¼% of borrowed amount

**Motion:**

**Schedule public hearing for November 17, 2003 at 6pm and review RFP information to be presented at the meeting and award to most favorable institution.  
Motion made by Vice Chairman Eugene James.**

**Motion seconded by Commissioner Randy Royal.  
Motion Passed Unanimously.**

*Consider Adoption of Animal Control Ordinance and Implementation Consideration - Michele Whaley*

**Information Provided with the Agenda**

The Animal Control Ordinance was tabled by the Board at the October 6, 2003 Meeting of the Board of Commissioners. Since that time, the Animal Control Advisory Committee has met and the members present voted to request that the Ordinance be funded whether the resources are provided or not. Commissioner Coulson has also requested that this item be considered at the November 3, meeting.

The staff feels that if this Ordinance is passed without additional staff, we cannot enforce any of the provisions without neglecting duties that are now being performed. These duties consist of operations required by law or minimal control of stray animals, etc., that the Ordinance is intended to enhance. We feel that we would actually be able to do less, because of the time consumed in explaining to people that we can't enforce an Ordinance that has been adopted.

The reason that we are able to operate the Animal Shelter at much less net cost to the County than anticipated is the fact that the field staff is doing more field work in less time, thus freeing up time that is being used to accomplish duties at the Shelter.

Shelter Staff and Mosquito Control Staff has also been utilized in the field to accomplish the Department's objectives. There is no more opportunity to rearrange assignments to get more work done by the existing staff. Even if the staff could enforce the Ordinance, the Shelter could not accommodate the additional animals that would be picked up. At the very least, adoptable animals would have to be euthanized. In all probability, animals would have to be turned away because the shelter has no room for them. The shelter had to refuse to accept cats last week because there was no place to house them.

The Ordinance is designed primarily to address nuisances. It does, however, allow the Animal Control Officers to impound strays and other animals, except hunting dogs and a few other classes of animals, that are running at large. It also incorporates by reference fees that will be set out in the County's Manual of Fees.

Additional resources will be required to enforce the proposed ordinance. Those resources as well as their costs follow:

Resources:

2 Additional officers  
2 Additional trucks with equipment

Operating Costs

New or expanded Animal Shelter

Costs:

Salaries and benefits	\$82,000
Trucks and equipment	16,000
Debt Service on new bldg.	80,000
Total Annual Cost	\$178,000

The Animal Control Staff has all it can do fulfilling the present demands for rabies control, control of dangerous dogs and shelter operations. Therefore, any new demands necessitate additional personnel.

The Animal Shelter is at capacity. Confiscated animals must be kept at least three days before they can be disposed of. Additional animals brought in due to a new ordinance could not be housed for the statutory period in the existing shelter.

### **Staff Recommendation**

That the Pitt County Board of Commissioners adopt the attached Ordinance and set an effective date of July 1, 2004 for its implementation. It is further recommended that the Board commit the resources identified to allow the staff to effectively enforce the Ordinance.

THE STAFF STRONGLY RECOMMENDS THAT THE ORDINANCE NOT BE ADOPTED UNLESS THE BOARD IS WILLING TO COMMIT THE ADDITIONAL RESOURCES REQUIRED TO ENFORCE IT.

### **Manager Comments**

Concur with staff recommendation to adopt the proposed Animal Control Ordinance only if budgetary resources are provided to allow the County to be successful in this endeavor.

### **Meeting Notes**

Moved to workshop agenda.

*Soil Erosion and Sedimentation Control Civil Penalty Assessment Appeal - Dwane Jones*

### **Information Provided with the Agenda**

At its October 20, 2003, meeting, the Board of County Commissioners voted to table the civil penalty assessment appeal for Walker's Trail Subdivision (located on Ivy Road) for recurring noncompliance with the Soil Erosion and Sedimentation Control Ordinance.

Mr. Worth Baker and Mr. Jeff Walker, developers for Walker's Trail Subdivision, appealed the decision after completing requirements to bring the site into temporary compliance. Per the Soil Erosion and Sedimentation Control Ordinance, when a recommendation for a civil penalty assessment is appealed to the Technical Review Committee, the committee's final recommendation must be forwarded to the Board of County Commissioners for final decision. The committee heard the appeal on September 24, 2003. After considering that the site was temporarily in compliance with the Soil Erosion and Sedimentation Control Ordinance, the committee voted unanimously to rescind the \$5,000 assessment.

Although the Technical Review Committee recommended rescinding the \$5,000 civil penalty assessment, Planning staff is concerned about the amount of environmental damage caused and staff time incurred in attempts to bring the site into compliance (see attachments). Furthermore, the standing of the County's local program may be jeopardized if a penalty is not assessed, especially since State officials from the Division of Land Resources advised Planning staff to assess a civil penalty on this project several months ago. As of October 28, 2003, the site was in compliance with the Soil Erosion and Sedimentation Control Ordinance. To ensure continued compliance while this site remains under development, the soil erosion and sediment control measures must be maintained to prevent offsite sedimentation.

### **Staff Recommendation**

As recommended by the Technical Review Committee, rescind the \$5,000 civil penalty assessment.

### **Manager Comments**

Concur with staff recommendation.

### **Motion:**

**Accept recommendation from committee and Manager's recommendation.  
As recommended by the Technical Review Committee, rescind the \$5,000 civil penalty assessment.**

**Motion made by Commissioner Glenn Bowen.  
Motion seconded by Commissioner David Hammond.**

**Mr. Rhodes said they were temporarily in compliance on October 28th and then there was a big rain. It is now out of compliance but they are working to get it back in compliance. Commissioner Minges said if the Board follows the rescinding the penalty, what about the concern that the State will have problems with the County's implementation of this program. He asked why the Planning Department is supporting this TRC recommendation this time. Mr. Rhodes said they were not having a very good working agreement with the developers before but they are making an effort to correct the problems now. They have done exactly what the staff recommended they do to the site. This site will continually have to be maintained. It would be hard to maintain with four inch rains like last week. If there are continued issues there will be stronger penalties. Mr. Rhodes said the first offense was in July and August. They have corrected that problem but now they have a second offense. There was a lot of sediment leaving the site because of the rain. They are in a better position to bring it back into compliance this time. Mr. Rhodes said he was confident the State should go along with their recommendation and they are comfortable with this decision.**

**Motion Passed Unanimously.**

**Substitute Motion:**

**When they are in compliance, then rescind the penalty.**

**Motion made by Commissioner Randy Royal.**

**Motion seconded by Commissioner David Hammond.**

**Substitute Motion was rescinded.**

**Commissioner Hammond said if they are not going to follow the TRC's recommendation then they may need to be rescinded. It should not be rescinded if they are not in compliance. Commissioner Bowen said they have corrected the problem that is being discussed now. Vice Chairman James said the Planning staff and TRC have more knowledge about this matter than this board has right now, so he offered support to Commissioner Bowen's motion. Commissioner Royal said when it was discussed previously the staff did not support rescinding this penalty. Mr. Rhodes said that they were in compliance and working with Planning Department.**

**The Substitute Motion was rescinded.**

*Greenville Urban Area Metropolitan Planning Organization (MPO) Transportation Priorities for the 2006-2012 Transportation Improvement Program (TIP) - James Rhodes*

### **Information Provided with the Agenda**

To solicit input on this year's transportation priority list for the expanded MPO boundary, the Technical Coordinating Committee for the Greenville Urban Area Metropolitan Planning Organization (MPO) established a 45-day comment period and hosted two Open House Sessions. Based on public input and review of past priorities, the Committee has unanimously recommended approval of the attached draft transportation priority listing by the Transportation Advisory Committee of the MPO (see Attachments 1 & 2 - Draft Transportation Priority List & Map).

Prior to consideration by the Transportation Advisory Committee, each governing board of the member jurisdictions (Pitt County, Winterville and Greenville) will be provided an opportunity to review and endorse the draft priority list. On November 3rd, MPO Transportation Planner Ron Svejkovsky will review the various sections of the recommended list and highlight changes from the previously adopted priorities. The Transportation Advisory Committee, of which Commissioner Owens is a member, will meet on November 3rd to approve the final priority listing. The Committee's approved list will be presented to the Department of Transportation officials for consideration for the 2006-2012 Transportation Improvement Program.

**Staff Recommendation**

Provide input and then endorse through a motion Greenville Urban Area MPO transportation priorities for the 2006-2012 Transportation Improvement Program.

**Manager Comments**

Concur with staff recommendation.

**Attachment 1**

**RESOLUTION NO. 2003-08-GUAMPO**

**RESOLUTION ESTABLISHING THE GREENVILLE URBAN AREA  
METROPOLITAN PLANNING ORGANIZATION'S 2004-2005  
TRANSPORTATION IMPROVEMENT PRIORITIES  
TO BE PRESENTED TO THE NORTH CAROLINA DEPARTMENT OF  
TRANSPORTATION**

WHEREAS, the Greenville Urban Area Metropolitan Planning Organization held public informational meetings on September 23 and September 25 and a 45-day comment period to receive citizens' input on the Transportation Improvement Priorities; and

WHEREAS, the Transportation Advisory Committee of the Greenville Urban Area met on the \_\_\_ day of November 2003, to consider needed transportation improvement priorities;

NOW, THEREFORE, BE IT RESOLVED by the Transportation Advisory Committee of the Greenville Urban Area that the following transportation improvements, listed by category in order of priority, are recommended to the North Carolina Department of Transportation for inclusion in the Transportation Improvement Program:

**2004-2005 TRANSPORTATION IMPROVEMENT PRIORITIES**

**HIGHWAY IMPROVEMENTS**

1. **SOUTHWEST BYPASS** - Construct a four-lane, median divided, limited access facility on new location from US-264 west of Greenville to NC-11 near Ayden with a bypass of Winterville (7.8 miles) **(ID No. R-2250)**.
2. **FIRE TOWER ROAD PHASE I (SR-1708)** - Widen existing three-lane roadway to a multi-lane urban section facility with sidewalk, bicycle, and landscaping improvements from Corey Road (SR-1709) to Memorial Drive (NC-11/903) (2.5 miles) **(ID No. U-3613)**.

3. **STANTONSBURG ROAD - TENTH STREET CONNECTOR** - Improve existing multi-lane, curb and gutter facility with sidewalk, bicycle, and landscaping improvements on Farmville Boulevard from Memorial Drive (NC-11/43/903) to Fourteenth Street; and new location multi-lane urban section facility from Fourteenth Street to Dickinson Avenue (SR-1598) at Tenth Street (SR-1598) with a grade separation at CSX Railroad (0.6 miles) **(ID No. U-3315)**.
4. **EVANS STREET AND OLD TAR ROAD (SR-1700)** - Widen existing two/three-lane roadway to multi-lane urban section facility with sidewalk, bicycle, and landscaping improvements from Greenville Boulevard (US-264A) to Worthington Road/Cooper Street (SR-1711) (3.8 miles) **(ID No. U-2817; programmed for planning and environmental studies only for the entire section)**.
- 5.\* **ARLINGTON BOULEVARD EXTENSION** - Widen existing three-lane roadway to a multi-lane urban section facility from Beasley Drive to MacGregor Downs Road (SR-1202) (0.1 miles) and construct on new location a multi-lane urban section facility from MacGregor Downs Road (SR-1202) to West Fifth Street (NC-43) (0.3 miles).
6. **FIRE TOWER ROAD PHASE II (SR-1708)** - Construct a multi-lane urban section facility on new location with sidewalk, bicycle, and landscaping improvements from Memorial Drive (NC-11/903) to Davenport Farm Road (1.0 miles) **(ID No. U-3613)**.
- 7.\* **MAIN STREET (SR-1133)** - Reconstruct existing curb and gutter portion with sidewalk, landscaping, and bicycle improvements from NC-11 to the end of curb and gutter; widen existing two-lane roadway to a multi-lane urban section facility with sidewalk, landscaping, and bicycle improvements from the end of existing curb and gutter to the end of the existing pavement east of Old Tar Road (SR-1700).
- 8.\* **US-264/NC-33 EAST CONNECTOR** - Construct multi-lane rural section facility on new location from US-264 to NC-33 with bridge over the Tar River east of Greenville **(ID No. U-3430)**.
9. **NC-33 WEST** - Widen roadway to a multi-lane rural section facility from US-264 in Greenville to US-64 southeast of Tarboro (17.9 miles) **(ID No. R-3407)**.
- 10.\* **MAIN STREET EXTENSION (SR-1133)** - Construct new multi-lane urban section facility with sidewalk, landscaping, and bicycle improvements from end of roadway to Worthington Road (SR-1711).
- 11.\* **FIRE TOWER ROAD PHASE III, EAST FIRE TOWER ROAD (SR-1725) FROM CHARLES BOULEVARD (NC-43) TO FOURTEENTH STREET EXTENSION (SR- 1704)** - Widen existing two-lane roadway to a multi-lane

urban section facility from Charles Boulevard (NC-43) to Fourteenth Street Extension (SR-1704) (0.6 miles).

- 12.\* **FOURTEENTH STREET (SR-1704)** - Widen existing two-lane roadway to a multi-lane urban section facility with intersection improvements from York Road to East Fire Tower Road (SR-1725) (0.9 miles).
- 13.\* **FIRE TOWER ROAD PHASE IV, EAST FIRE TOWER ROAD (SR-1725) FROM FOURTEENTH STREET EXTENSION (SR- 1704) TO PORTERTOWN ROAD (SR 1726) AND PORTERTOWN ROAD** - Widen existing two-lane roadways to multi-lane urban section facilities on East Fire Tower Road from Fourteenth Street Extension (SR-1704) to Portertown Road (SR-1726) (.75 miles), and Portertown Road from East Fire Tower Road (SR-1725) to just east of the railroad tracks (1.2 miles). Includes intersection improvements at East Fire Tower Road and Portertown Road to change the primary movement to East Fire Tower Road and the northern leg of Portertown Road.
- 14.\* **CHARLES BOULEVARD (NC-43 South)** – Widen existing two-lane and three-lane roadway to a multi-lane urban section facility including sidewalk, landscaping, and bicycle improvements from Bell’s Fork to Worthington Road (SR-1711) and widen to meet tolerable lane width requirements, including improving intersections from Worthington Road to Craven County Line.
- 15.\* **ALLEN ROAD (SR-1203)** - Widen existing two and three lane roadway to multi-lane urban section facility with sidewalk, bicycle, and landscaping improvements from Stantonsburg Road (SR-1200) to US-13/264A (2.3 miles).
- 16.\* **NC-33 EAST** - Widen to meet tolerable lane width requirements, including improving intersections from Black Jack-Simpson Road to Beaufort County Line.
- 17.\* **NC-43 NORTH** - Widen to meet tolerable lane width requirements, including improving intersections from B’s BBQ Road to Edgecombe County Line.
- 18.\* **FROG LEVEL ROAD (SR-1127)** – Widen to meet tolerable lane width requirements and to serve as a connector between US 13/US 264A and NC-903.
- 19.\* **IVY ROAD (SR-2241), TUCKER ROAD (SR-1759), AND AYDEN GOLF CLUB ROAD (SR-1723)** - Widen to meet tolerable lane width requirements, including straightening and realigning intersections, to serve as a connector between NC-102, NC-43 South, and NC-33 East.
20. **NEW COLLEGE HILL DRIVE** - Construct a multi-lane urban section facility on new location from Fourteenth Street to College Hill Drive (0.3 miles) with link to Green Mill Run Greenway/Bicycle Path (**ID No. U-3316**).

## **LOCAL PROJECTS**

**MEMORIAL DRIVE/EVANS STREET CONNECTOR** – Construct on new location a multi-lane urban section facility including sidewalk, landscaping, and bicycle improvements from Memorial Drive (NC-11/903) at Thomas Langston Road (SR-1134) to Evans Street Extension (SR-1700)(1.14 miles).

**BROWNLEA DRIVE EXTENSION PHASE II** – Construct primarily on new location a multi-lane urban section facility with sidewalk from Tenth Street to Fourteenth Street (0.8 miles).

**BROWNLEA DRIVE EXTENSION PHASE III** – Construct primarily on new location a multi-lane urban section facility with sidewalk from Sixth Street to Tenth Street (0.2 miles).

## **BRIDGE REPLACEMENT IMPROVEMENTS**

- 1.\* **OXFORD ROAD BRIDGE NO. 419** - Replacement of an existing bridge with concrete culverts over Bells Branch, 0.1 miles southwest of NC-33.
2. **MEMORIAL DRIVE (US 13/NC-11/903) OVER TAR RIVER BRIDGE NO. 38** - Replacement of existing bridges over the Tar River and overflow (**ID No. B-4786**).
3. **NC-903 BRIDGE NO. 9** – Replacement of an existing bridge over Swift Creek west of Winterville (**ID No. B-4232**).
4. **PORTERTOWN ROAD (SR-1726) BRIDGE NO. 219** – Replacement of an existing bridge over Hardee Creek, .2 miles east of King George Road (**ID No. B-4238**).
- 5.\* **KING GEORGE ROAD BRIDGE NO. 421** - Replacement of an existing bridge with concrete culverts over a tributary of Bells Branch.
- 6.\* **OLD TAR ROAD (SR-1700)** – Replacement of an existing culvert over Long Branch Crossing, .6 miles south of Fire Tower Road.
7. **NC-102 BRIDGE NO. 53** - Replacement of an existing bridge over Swift Creek east of Ayden (**ID No. B-4231**).
8. **OLD RIVER ROAD (SR-1401) BRIDGE NO. 95** – Replacement of an existing bridge over Johnson’s Mill Run (**ID No. B-4787**).
9. **MT. PLEASANT CHURCH ROAD (SR-1418) BRIDGE 171** - Replacement of an existing bridge over Johnson’s Mill Run (**ID No. B-4788**).

10. **AYDEN GOLF CLUB ROAD (SR-1723) BRIDGE NO. 25** - - Replacement of an existing bridge over east branch of Swift Creek east of Ayden (**B-4237**).

**RAILROAD CROSSING IMPROVEMENTS** - In full support of railroad crossing improvements listed in the State TIP.

**HIGHWAY SPOT SAFETY IMPROVEMENTS**

1. **GREENVILLE BOULEVARD (US 264A)/MEMORIAL DRIVE (NC-11) CORRIDOR STUDY** - Evaluate the operations, safety, access, levels-of-service and capacity of this important corridor (US 264A Greenville Boulevard from East Tenth Street to Memorial Drive (NC-11/903), and Memorial Drive (NC-11/903) from Fire Tower Road to Greenville Boulevard) for both the present and the future. Recommend treatments and strategies to improve safety, operations and levels-of-service.
- 2.\* **GREENVILLE BOULEVARD (US 264A)/EAST TENTH STREET (NC-33) INTERSECTION** - Improve safety and capacity at this intersection.
- 3.\* **OLD TAR ROAD/MAIN STREET INTERSECTION**- Improve safety and capacity at this intersection; design and construct in anticipation of and accommodation of future widening on Old Tar Road (SR-1700) and Main Street (SR-1133) in Winterville.
- 4.\* **COOPER STREET AND WORTHINGTON ROAD (SR-1711)/OLD TAR ROAD (SR-1700) INTERSECTION** - Improve safety and capacity at this intersection; design and construct in anticipation of and accommodation of future widening on Old Tar Road (SR-1700) in Winterville.
- 5.\* **NC-11/MILL STREET (SR-1149)/VERNON WHITE ROAD (SR-1130) INTERSECTION** - Improve safety and capacity at this intersection in Winterville.
- 6.\* **VERNON WHITE ROAD (SR-1130)/OLD TAR ROAD (SR-1700) INTERSECTION** - Improve safety and capacity at this intersection north of Winterville.
- 7.\* **NC-11 SOUTH /ELLIOT DIXON ROAD (SR-1154) INTERSECTION** - Improve safety and capacity at this intersection south of Ayden.
- 8.\* **NC-903/NC-102 INTERSECTION** - Improve safety and capacity at this intersection west of Ayden.

## **BICYCLE/ENHANCEMENT PROJECTS**

1. **SOUTH TAR RIVER GREENWAY** – Construct new bicycle path along south side of Tar River from Town Commons to Green Mill Run Greenway including bridge over Town Creek (2.5 miles). **(ID No. E-4702; programmed for planning and environmental studies only).**
- 2.\* **BIKEWAY SYSTEM IMPROVEMENTS** – Signs, pavement markings, maps, and brochures to develop the short-term “Bikeway 2000” system.
- 3.\* **PARKERS CREEK GREENWAY/BICYCLE PATH** - Construct new bicycle path along Parkers Creek from SR-1579 (Staton Road) to River Park North (3.4 miles).

## **PUBLIC TRANSPORTATION**

- 1.\* **PLANNING FOR INTERMODAL TRANSPORTATION CENTER** – Feasibility/planning study for a multimodal transfer center for intercity buses, GREAT, ECU Student Transit, PATS, taxis, and possibly passenger rail **(ID No. TD-4716A).**
- 2.\* **PASSENGER RAIL SYSTEM (RALEIGH TO GREENVILLE)** – Feasibility/planning study for passenger rail service from Raleigh to Greenville, as described in NCDOT’s 2001 North Carolina Rail Plan.
3. **OPERATING, PLANNING AND CAPITAL ASSISTANCE** - For Transit operations from 07-01-04 through 06-30-12.
- 4.\* **TRANSIT CAPITAL ITEMS** – Projects listed in 2004-2010 MTIP.

Adopted the 3rd day of November 2003.

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Robert D. Parrott, Chairman  
Greenville Urban Area  
Transportation Advisory Committee

ATTEST:

Wanda T. Elks, City Clerk

Meeting Notes

Mr. Rhodes said Ron Svejovsky is present to discuss the Metropolitan Planning Organization's recommendation. The Greenville Urban area has expanded since this was seen last. Mr. Svejovsky said they solicited public input in September. On October 7, they drafted the priority list. Both bodies have supported these priorities as presented to this Board. Local officials and staff will be going to Raleigh to present priorities to the Department of Transportation Offices on Monday, November 10, 2003.

**Motion:**

**Motion to endorse Greenville Urban Area MPO transportation priorities for the 2006-2012 Transportation Improvement Program.**

**Motion made by Commissioner Randy Royal.**

**Motion seconded by Commissioner Jimmy Garris.**

**Motion Passed Unanimously.**

*Pitt County Transportation Priorities for 2006-2012 Transportation Improvement Program (TIP) - James Rhodes*

**Information Provided with the Agenda**

The North Carolina Board of Transportation is currently soliciting transportation priorities from local governments for consideration in developing its 2006-2012 TIP. Previously, the County's priority listing has included proposed transportation projects located partially or entirely outside of the thoroughfare planning area of the Greenville Urban Area and other municipalities. As a result of the expanded Greenville Urban Area boundary following the 2000 Census, several transportation projects formerly listed on the County's list have been placed on the MPO's list.

As you may recall, the three previously adopted Transportation Improvement Programs were developed following major changes to the TIP process. Changes included a lengthened TIP cycle (i.e., two-year process instead of an annual process) to allow for more public input, and a fiscally-balanced plan which accounts for inflation and cost overruns.

Attached is the recommended transportation priority listing for Pitt County based on previously adopted priorities and public comments received during the 30-day comment period ending October 22nd (see Attachment 1). For comparison purposes, a summary of changes from the previous priority listing developed for the 2004-2010 TIP is included (see Attachment 2).

**Staff Recommendation**

Adopt the attached resolution for Pitt County's transportation priorities for the 2006-2012 Transportation Improvement Program. Designate a County Representative to present listing to the Board of Transportation at its November 10th public hearing in New Bern.

**Manager Comments**

Concur with staff recommendation.

**Attachment 2**

**Summary of Changes from Previously Adopted  
Transportation Priority List**

**Format & Project Descriptions**

Projects listed in 2004-2010 Transportation Improvement Program and those unmet needs not listed in TIP have been combined in Section B. – Highway Improvements and project descriptions match those of the Greenville Urban Area Metropolitan Planning Organization (MPO) list.

### **Projects Removed Due to MPO Boundary Expansion**

- |  |  |
|--|--|
| 1. Frog Level Road (SR 1127)                 | Widen to meet tolerable lane width requirements and to serve as a connector between US 13/US 264A and NC 903.  |
| 2. NC 33/SR 1759 Connector                   | Construct 2-lane connector between NC 33 and SR 1759 (Tucker Rd.) on new location.   |
| 3. SR 2241, 1759, & 1723 Widening            | Widen SR 2241 (Ivy Rd.), SR 1759 (Tucker Rd.), & SR 1723 (Ayden Golf Club Rd.) to meet tolerable lane width requirements, including straightening and realigning intersections, to serve as a connector between NC 102, NC 43 South, and NC 33 East. |
| 4. NC 11 and SR 1154 Intersection            | Improve safety and capacity at this intersection south of Ayden.   |
| 5. Three intersections along SR 2241/SR 1723 | Straighten and realign intersections in conjunction with widening project (B-2, Major Collectors above).   |

### **Projects Removed Due to Project Completion or Alternate Improvements Installed**

- |                                    |   |
|------------------------------------|---|
| 1. NC 33 West, SR 1417 and SR 1414 | Make necessary improvements to provide safer turn movements and to facilitate traffic flow adjacent to Belvoir Elementary School. |
| 2. NC 903 and NC 102               | Realign intersection with stop condition on westbound lane of NC 102.   |
| 3. US 264-A and SR 1127            | Install traffic signal at intersection to afford save traffic movement off and onto US 264-A and SR 1127 (Frog Level Road).       |

Attachment 1

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION ESTABLISHING TRANSPORTATION PRIORITIES  
TO BE PRESENTED TO THE  
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the North Carolina Department of Transportation (NCDOT) has solicited information on project priorities and candidate projects for inclusion in the 2006-2012 Transportation Improvement Program (TIP);

WHEREAS, the population of Pitt County has experienced a 2% annual growth rate between 1990 and 2000, resulting in an increase in population from 108,480 to 133,798 residents;

WHEREAS, the County's population is expected to maintain this growth rate through 2010 when the population will exceed 160,000 people;

WHEREAS, several transportation projects and improvements are necessary to accommodate the County's growth and its regional provision of services throughout Eastern North Carolina;

WHEREAS, after a 30-day review period, the Pitt County Board of Commissioners met on the 3rd day of November, 2003, to consider needed transportation improvements for all of Pitt County; and

NOW, THEREFORE, BE IT RESOLVED by the Pitt County Board of Commissioners that the following transportation improvements, in priority order, are recommended to the North Carolina Department of Transportation for inclusion in the 2006-2012 Transportation Improvement Program:

**A. Greenville Urban Area Metropolitan Planning Organization**

Endorse all transportation improvements as recommended by the Transportation Advisory Committee of the Greenville Urban Area Metropolitan Planning Organization.

B. Highway Improvement Projects outside or partially outside the Greenville MPO Planning Area

**Project**

**Location & Description**

1. NC 11-NC 903 (R-2250)

Construct a four-lane, median divided, limited access facility on new location from US 264 west of Greenville to NC 11 near Ayden with a bypass of Winterville (7.8

miles).

- |                                     |  |
|-------------------------------------|--|
| 2.* US 264/NC 33 Connector (U-3430) | Construct multi-lane rural section facility on new location from US 264 to NC 33 with bridge over the Tar River east of Greenville.  |
| 3. NC 33 (R-3407)                   | Widen roadway to a multi-lane rural section facility from US 264 in Greenville to US 64 southeast of Tarboro (17.9 miles).   |
| 4. US 17 (R-2510)                   | Construct a four lane divided freeway on new location to bypass Washington.  |
| 5.* NC 43 South                     | Widen existing two-lane and three-lane roadway to a multi-lane urban section facility including sidewalk, landscaping, and bicycle improvements from Bell's Fork to Worthington Road (SR-1711) and widen to meet tolerable lane width requirements, including improving intersections from Worthington Road to Craven County Line. |
| 6.* NC 33 East                      | Widen to meet tolerable lane width requirements, including improving intersections from Black Jack-Simpson Road (SR 1755) to Beaufort County Line.   |
| 7.* NC 43 North                     | Widen to meet tolerable lane width requirements, including improving intersections from B's BBQ Road (SR 1204) to Edgecombe County Line.   |

### **Highway Spot Safety Improvements**

- |                       |  |
|-----------------------|--|
| 1.* NC 11 and SR 1110 | Install traffic signal at intersection to afford safe traffic movement off and onto NC 11 and SR 1110 (Hanrahan Road). |
|-----------------------|--|

### **Bicycle Projects**

- |   |   |
|---|---|
| 1.* Coastal Carolina Rail-Trail Project | Construct the first segment of Rail-Trail project connecting the Stokes and Pictolus communities. |
|---|---|

**Adopted this the 3<sup>rd</sup> day of November, 2003.**

(Seal)

COUNTY OF PITT

\_\_\_\_\_  
Susan J. Banks  
Clerk to the Board

\_\_\_\_\_  
Beth Ward  
Chairman, Board of County Commissioners

**Meeting Notes**

Mr. Rhodes reviewed the projects on the Transportation Improvement Plan. He said some projects are included in both plans because the corridor has not yet been decided.

**Motion:**

**Adopt the attached resolution for Pitt County's transportation priorities for the 2006-2012 Transportation Improvement Program. Designate the Chairman as County Representative to present listing to the Board of Transportation at its November 10th public hearing in New Bern.**

**Motion made by Commissioner Randy Royal.**

**Motion seconded by Vice Chairman Eugene James.**

Commissioner Hammond asked about the funding of some of these projects on the plan that are indicated with no funding. Mr. Svejovsky said the funding requests is exactly why many of these projects are on this list. They will be meeting with the Department of Transportation officials on Monday in Raleigh to present the plan. Commissioner Bowen said the people in Ayden are upset because the bypass is going to destroy their shopping center. He asked if they knew anything about this proposal? Mr. Svejovsky said a couple of weeks ago some officials from the Department of Transportation came down and made a presentation and that proposal was included. He stated that this was a surprise to them all. The MPO is looking into it to see what they can do to support Ayden. They've been told that a consultant has been working on this project.

**Motion Passed Unanimously.**

*Appointment to the Ayden Planning Board - Susan Banks*

**Information Provided with the Agenda**

Donald Kinney, Alternate ETJ member for the Town of Ayden Planning Board has resigned. The Town of Ayden request that the Board of Commissioners appoint a new member to serve as the alternate ETJ member. Please see the attached applicant's interested list.

**Staff Recommendation**

Recommend appointment of one member to replace Donald Kinney.

**Motion:**

**Motion to appoint Garland Beddard and accept by acclamation.**

**Motion made by Commissioner Glenn Bowen.**

**Motion seconded by Commissioner John Minges.**

Commissioner Bowen said both applicants are good and he was torn between which one to recommend so he went with the one that had applied first.

**Motion Passed Unanimously.**

## **Commissioners' Comments**

### **Meeting Notes**

Commissioner Bowen said there are eight citizens in the audience today at 12pm which was more than the last night meeting.

### **Recess Until Convening for Workshop**

#### **Staff Recommendation**

Motion to recess the meeting until reconvening for the workshop.

### **WORKSHOP**

The Board met in the auditorium to look at the Pro Vote electronic voting equipment.

The Chairman reconvened the meeting over lunch in the County's EOC in the Emergency Services Department. Mr. Elliott presented a Power Point presentation on initiatives that the staff has taken over the years to make county government function at a higher quality with better efficiencies. He then requested the Board's guidance on moving forward with a study or project in efficiencies. He stated that commissioners had mentioned a need for an efficiency study but he needed more direction in order to move forward on this task.

Discussion followed about looking into the different gas prices in Pitt County and the price being paid for gas for county cars. Commissioner Hammond requested that the Board of Education televise their board meetings on Pitt-TV for the public's benefit.

Mr. Elliott asked if the Board wished the staff to do the efficiency study or include the use of a consultant or a combination.

Commissioner Minges said he liked the idea of partnering with other agencies to look at efficiencies such as the City, Greenville Utilities Commissioner, Pitt Community College and others. He suggested the combination of the printshops for the County and the Board of Education. Chairman Ward said the Commissioners need to be proactive on the cost savings and look at the non-profits that are funded by the County. Commissioner Owens said that Pitt County Government does a good job and it is good to look at efficiencies but should also look at the value of the services. He stated that County government is not here to make a profit.

Commissioner Owens then had to leave the meeting to attend a NC Department of Transportation meeting.

Commissioner Bowen spoke about the Hospital and Summit insurance. He suggested that the other municipalities could be invited to come into the County's health insurance pool. Commissioner Garris said that the County needs to advertise what has already been done to be more efficient. He stated that his perspective was to look at the County internally, then the schools and then possibly partner with the City on functions. He was not in favor of using a consultant at this time. Commissioner Royal said the centralized purchasing sounded good and that could possibly be done with partnering with other agencies like the City and the Schools because of the savings from buying in bulk. He stated that the non-profits could be looked into and that some programs in education are duplicate. He suggested a possible ceiling could be put on the funds. He said the County could require some checks and balances on these programs.

Vice Chairman James stated he was in favor of changing the sales tax distribution method to generate additional revenue. He suggested it be done on a percentage bases and in increments so it would not effect the municipalities so critically. He spoke about the gas and that patrol cars need to be on the

highways. He suggested staff meet with the Hospital about looking for efficiencies and do it with an open mind. Commissioner Minges stated that he would like to see this efficiency study done in-house and then bring in a consultant. He suggested staff meet with the towns and Pitt Community College to see what commonalities there are and pull together on any ways possible to achieve more efficient government. He also suggested selling advertising for funds.

Chairman Ward said the focus should be on these ideas and should include the educational system. She suggested they come up with one or two areas or items to focus on and then let the public know that they are working at this project.

Commissioner Garris suggested this power point presentation be shared with the public on Pitt-TV. Commissioner Bowen suggested a retired manager or retired employees might come in and look at how things are operating now to see if they have any suggestions. Commissioner Hammond said the citizens would be glad to give recommendations. He said the idea of wasteful county government spending needs to be dispelled because that is not the way it is in Pitt County.

Chairman Ward stated she had to leave for a Council on Aging Groundbreaking at 2pm. She noted that the Rules of Procedure were the last item and the commissioners could still move forward with discussion on the Rules. Commissioner Bowen motioned to adopt the Institute of Government Rules book for Small Boards. There was not a second. Commissioners Ward, Bowen and Hammond left at this time.

Motion:

Motion to adjourn at 1:45pm.

Motion made by Commissioner Jimmie Garris.

Motion seconded by Commissioner John Minges.

Motion passed unanimously.

Respectfully Submitted,

Susan J. Banks, CMC  
Clerk to the Board