

**Pitt County Board of Commissioners
Greenville, North Carolina
Monday, February 15, 2010 Minutes**

Board of Commissioners met on Monday, February 15, 2010 at 6:00 PM in the Commissioners Auditorium, Pitt County Office Building, 1717 W 5th Street, Greenville, North Carolina.

Board Members Present:

Kenneth R. Ross, Chairman
David Hammond, Vice Chairman
Beth Ward, Commissioner
Eugene James, Commissioner
Tom Johnson, Commissioner
Mark W. Owens, Jr., Commissioner
Jimmy Garris, Commissioner
Melvin McLawhorn, Commissioner
Ephraigm Smith, Commissioner

Staff Present:

Scott Elliott, County Manager
Melonie Bryan, Deputy County Manager/Chief Financial Officer
Michael Taylor, Deputy County Manager/Chief Information Officer
Kimberly Hines, Deputy Clerk
Janis Gallagher, County Attorney
James Rhodes, Planning Director
Noel Lee, Emergency Management Director
Shelly Leach, Budget Administrator

Call to Order

Meeting Notes

Chairman Ross called the meeting to order and welcomed everyone.

Invocation and Pledge

Commissioner Garris led the Invocation. Vice-Chairman Hammond led the Pledge of Allegiance.

Approval of Agenda

Meeting Notes

Motion:

Approval of agenda with removing the appointment to the Pitt County Memorial Hospital Board of Trustees.

Motion made by Commissioner Mark W. Owens, Jr.

Motion seconded by Commissioner Jimmy Garris.

Motion passed unanimously.

Presentation

Recognition of Eagle Scout - John Michael Baro, Troop 09 - Scott Elliott

Information Provided with the Agenda

The Board of Commissioners wishes to offer congratulations to young men as they achieve the designation of Eagle Scout. The following young man was awarded the Eagle Scout designation on December 8, 2009: John Michael Baro, Troop 09.

Staff Recommendation

Motion for the Chairman to send a letter of achievement to John Michael Baro on achieving the Eagle Scout Award.

See Appendix 1

Meeting Notes

Chairman Ross and Mr. Elliott presented John Michael Baro, Troop 09 with a certificate honoring his Eagle Scout achievement.

It was the consensus of the Board for the Chairman to send a letter of achievement to John Michael Baro on achieving the Eagle Scout Award.

Motion made by Chairman Kenneth Ross.

Motion seconded by Vice Chairman David Hammond.

Motion passed unanimously.

Public Addresses to the Board

Meeting Notes

Commissioner McLawhorn stated he served on the Board of Directors for Sandra's Tons of Love Day Care. He recognized Black History Month and the day-care attendees in the audience who signed up to speak.

Kamia Barrett, 10 years old, spoke about her dream of a better world.

Kianna Barrett, 7 years old, spoke about her dream of people to stop stealing.

Tyrah Davis, 7 years old, spoke about her dream of people to stop killing others, stop smoking and having a better country.

Nyla Harper, spoke about her dream of people to stop selling drugs and to believe in God.

Items for Report

Update from Pitt County Schools - Scott Elliott

Information Provided with the Agenda

Pitt County Schools Superintendent Beverly Reep will provide her quarterly report to the Board of Commissioners.

Staff Recommendation

Report Only.

Meeting Notes

Dr. Beverly Reep gave an update on the career and technical education program. She introduced Chena Cayton, Director of Career and Technical Education & 9-12 programs. Dr. Reep stated no technical education programs were cut due to the State of North Carolina reducing the budget by \$3.5M and one-hundred positions. She also stated no course offerings were taken away.

Mrs. Cayton stated Pitt Community College and Pitt County Schools have joined together to offer college credit for courses taken in high school. She stated high school students can receive college credit and must receive a B or higher in the high school course. She stated North Carolina is one of the first to be NCCR certified in the State. She spoke of career construction day which allows students to have hands-on access to power and hand tools used by the commercial construction industry.

Commissioner Owens asked about six high schools in Farmville and their participation in the course offerings. Mrs. Cayton explained the career and technical education enrollment and current course offerings throughout the schools.

Commissioner James asked about the Agricultural courses offered. Ms. Cayton said there was not enough student interest in the course for it to be offered.

Commissioner Smith stated he was a firm believer in career education. He asked about high schools being devoted to career education. Mrs. Cayton stated a career center has been mentioned to Dr. Reep and is being discussed.

Chairman Ross asked about masonry classes. Mrs. Cayton stated Ayden-Grifton has expressed an interest in masonry classes. Mrs. Cayton stated if they could provide the student interest, she would see that the program was available in the school. She stated Pitt Community College took the masonry program course out of their curriculum and that hurt Pitt County Schools to some extent.

Commissioner Smith asked about FFA program at other high schools besides Ayden-Grifton. Mrs. Cayton said if the student interest is there, they would consider it.

Chairman Ross asked Dr. Reep about scheduling for the Easter schedule. Dr. Reep stated the calendar approved for the 2010-2011 school year recommended to move the Easter break to the prior week. She stated there was concern about athletic events. She stated the schools had a full year to plan for the tournaments and events. Chairman Ross said he was concerned about the economic impact for the schools. Dr. Reep stated the Board heard from the public in reference to this request. She stated there are 850 students who participate in Spring sports and the Board of Education did not want to make a single decision that would effect 23,000 students based on an athletic decision.

Commissioner James stated he was concerned about the drop-out rate. Dr. Reep stated the Commissioners would be receiving an invitation for an evening reception in March for the Twilight Academy. She hoped they could attend and talk to the children first hand. Commissioner James asked if the eighth graders were being encouraged early-on. He stated more students needed to be reached earlier in life in the trade department. Commissioner James asked if Algebra was required to pass the end of year grade. Dr. Reep stated yes.

Chairman Ross asked about waving suspended days of students. Dr. Reep stated the principal has the authority to wave medical absences if the student was passing the course. Otherwise, suspended days have to go before the Board of Education panel.

Commissioner Ward asked about No Child Left Behind and more of a focus on Social Studies. Dr. Reep stated there was a Social Studies dilemma. Dr. Reep stated the State has the opportunity to have Social Studies as a component. She stated the momentum is to include Science and Social Studies.

Commissioner McLawhorn asked about the Board of Education appeals panel make-up. Dr. Reep stated the Board of Education has a three-member hearing panel that is appointed each year by the Board Chair. Commissioner McLawhorn asked about disciplinary procedures. Dr. Reep stated by North Carolina law any suspension under ten days cannot be brought before the panel or the Superintendent. She stated a person has the right to appeal if the suspension is over ten days.

Commissioner Hammond asked about the sales tax shortage and how it has affected Pitt County Schools' budget. Dr. Reep stated there was a \$2M impact in the short-term. She stated Pitt County was very blessed with what they have. Commissioner Hammond asked about the lottery proceeds. Dr. Reep spoke of the impact of the quarter-cent sales tax. Dr. Reep stated the Manager did a great job with his letter to the editor in reference to the quarter-cent sales tax. Dr. Reep stated during the economic downtime, they are able to build for far less. She stated an identical school was being built for \$2.5M less than three years ago. Commissioner Owens thanked the voters of Pitt County that approved the quarter-cent sales tax.

Mr. Elliott stated the quarter-cent sales tax has been consistent in terms of collections. He stated overall across the State revenues are down compared to Pitt County.

Performance Measurements - (July - December 2009) Mid-Year Report - Scott Elliott

Information Provided with the Agenda

The Volume XI report on the Performance Measurement project represents five and a half years into the detailed reporting process. The goals reported herein are those developed by departments for the Fiscal Year (FY) 2009-10 budget time frame. The goals and objectives of Pitt County's departments are designed to fulfill the goals established by the Pitt County Board of Commissioners.

A separately bound copy of the Volume XI document was included with your agenda materials. The public can view this document in the office of the Clerk to the Board or Financial Services at 1717 W. 5th Street.

Staff Recommendation

Approve as submitted.

Meeting Notes

Mr. Elliott highlighted the Performance Measurements, Volume XI document distributed to the Board for review. He stated the document will be used to develop the upcoming budget.

Motion:

Approve as submitted.

Motion made by Commissioner Mark W. Owens, Jr.

Motion seconded by Commissioner Beth Ward.

Motion passed unanimously.

Manager's Report - Scott Elliott

Information Provided with the Agenda

Next Meeting Date;

March 1, 2010 - 9am - Regular Meeting

March 15, 2010 - 6pm - Regular Meeting

Joint Meeting w/ PCC Board of Trustees on February 24, 2010, 8:30-10:00 a.m. at Pitt Community College, Goess Student Center

Community Forum for Southern Pitt County, February 25, 2010, 7-8:30 p.m. at Ayden Town Hall

Recognition of newly certified - North Carolina Certified County Clerk (NCCCC) Designation for Kimberly Hines

Recommendation to designate Interim Clerk to the Board

Progress report concerning ABC Board and their FY 09-10 remittance

Disposition of Mewborne Building in Farmville

Emergency Management's EMS application to the PCMH Foundation

Staff Recommendation

Meeting Notes

Mr. Elliott reviewed the next meeting dates of the Board and reminded them of the joint meeting date with Pitt Community College on February 24, 2010, 8:30-10:00 a.m. at Pitt Community College, Goess Student Center.

Mr. Elliott announced the Community Forum for Southern Pitt County, hosted by Chairman Ross and Commissioner Smith scheduled for February 25, 2010, 7-8:30 p.m. at Ayden Town Hall.

Mr. Elliott gave recognition of newly certified - North Carolina Certified County Clerk (NCCCC) Designation for Kimberly Hines.

Mr. Elliott recommended to designate Interim Clerk to the Board, Kimberly Hines. He asked for the Board to allow him authority to advertise for the Clerk position and panel the applicants, then bring the final applicants back to the Board.

Mr. Elliott reported on the progress report concerning the ABC Board and their FY 09-10 remittance. He stated he met with Theresa Campbell, ABC Board Administrator, Henry Smith, Chairman of the ABC Board, as well as Melonie Bryan and Janis Gallagher and the meeting was very productive. He stated the ABC Board was meeting tomorrow night and the goal is to become current for the first and second quarter and meet again later in the current fiscal year.

Mr. Elliott reported on the disposition of the Mewborne Building in Farmville. He stated it was the former Mental Health facility and was vacated in July 2009. He stated he was recommending staff be allowed to put a for sale sign in front of the building. Commissioner Owens asked if the County bought the building from Dr. Mewborne's heirs or if the family donated the building. Mr. Elliott stated the building was given to the County and the deed was clear. Commissioner Ward asked for the value of the property. Mr. Elliott stated the tax value was available but it would not be a bad idea to get the property appraised. Commissioner Garris stated if the building was not being used and there was no use for it in the future, the money should be put back into a capital item. Commissioner Hammond asked about deeding the property to the Town of Farmville. Mr. Elliott stated if the property was sold it would go back on the tax books. Commissioner Owens stated if the property was given by the Mewborne family, it was given for the Town of Farmville's use. Mr. Elliott stated he had spoken with the Farmville Manager and they are trying to market the property for medical use. Commissioner Smith asked about appraisal, advertising and bids. Mrs. Gallagher stated there was a detailed statutory procedure for upset bid processes.

Commissioner McLawhorn asked for the tax value of the property. Mr. Elliott stated the tax value is \$177,120 based upon 4,428 square feet. Mr. Elliott stated a new roof was put on in 2009.

Mr. Elliott reported on Emergency Management's EMS application to the PCMH Foundation.

Mr. Elliott stated he spoke with Commissioner McLawhorn in reference to a North of the River follow-up Community Forum on April 1st at 7 p.m. to be held at the Bethel Senior Center.

Mr. Elliott stated Cooperative Extension has put in an application with Pitt County Memorial Hospital Foundation for Healthy Communities grant in the amount of \$37,866.

Mr. Elliott stated he received an email regarding the local Cadillac dealership in Pitt County. He stated there is a corporate decision to pull this product from the Greenville market. Mr. Elliott stated the Chairman has been asked to write a letter in support of Cadillac staying in Pitt County.

Motion:

Motion to appoint Kimberly Hines as Interim Clerk and give the Manager authority to advertise for the Clerk position and panel the applicants, then bring the top candidates back to the Board.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner Jimmy Garris.

Motion passed unanimously.

Motion:

Motion for Manager to move forward on advertising the sale of the Mewborne Building in Farmville.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner Ephraim Smith.

Motion passed unanimously.

Motion:

Motion for the Chairman to write letter of support for the Cadillac dealership to remain active in Pitt County.

Motion made by Commissioner Beth Ward.

Motion seconded by Vice Chairman David Hammond.

Motion passed unanimously.

Spay Today Presentation - Scott Elliott

Information Provided with the Agenda

Dr. Betty Williams is scheduled to make a report to the Board concerning the Spay Today Clinic. This clinic is located on county property next to the County's Animal Shelter. Dr. Williams will provide the Board with a report of the clinics operations.

Staff Recommendation

Report Only.

Meeting Notes

Dr. Betty Williams, Veterinarian and Medical Examiner of Spay Today gave a Power Point presentation on the Spay Today Clinic. She stated on May 1, 2006 Spay Today opened in response to the large numbers of animals entering, and dying in the Pitt County Animal Shelter. She stated the clinic was located on County land, beside the Animal Shelter. She spoke about intake and expense at the Pitt County Animal Shelter. She stated there was a community problem of pet overpopulation. She stated 40,746 dogs and cats were admitted to the Animal Shelter from 2001-2009. She reviewed the pros of spay and

neutering animals. She stated spaying an animal prevents or decreases breast cancer, feline AIDS and leukemia. She stated in the past nine years Pitt County taxpayers have spent \$3,257,685 to capture, transport, house and then kill cats and dogs. She stated the cost to process and house one dog at the Pitt County Animal Shelter is \$111 and the cost to fix one dog at spay today is \$75. She stated the Spay Today employees were trained by a group called Humane Alliance out of Asheville. She thanked Pitt County for their support of the new wing at the shelter.

Commissioner Ward stated she was excited this report was brought to the Commissioners and it would be broadcast to the citizens through Pitt TV.

Commissioner Johnson asked how many full-time veterinarians were employed at the clinic. Dr. Williams stated one. Commissioner Johnson stated he wanted to ensure rabies vaccinations be taken to a private veterinarian, rather than the Spay Today Clinic. Dr. Williams stated 53 percent have never been to a vet before. She stated they were trying to practice-build and encourage citizens to see a local veterinarian after they spay or neuter the animals.

Commissioner McLawhorn thanked Dr. Williams for attending the recent community forums and offering information on the Spay Today Clinic. He stated it was important to get the information out within the community.

Commissioner James spoke of the animals in the rural areas. He thanked Dr. Williams for her work. He stated some citizens have to chose between vaccination and medicine. He spoke of Craven County offering vaccinations for a cost of \$5. Dr. Williams stated the Spay Today Clinic offers transportation for people who can't get the animals to the clinic for vaccination.

Mr. Elliott stated the County does not appropriate money to the operation of the Spay Today Clinic. He stated Dr. Williams helps the Animal Shelter with issues such as Parvo and research.

See Appendix 2

VHF System Expansion with Narrowband Migration Update - Noel Lee

Information Provided with the Agenda

At the September 21, 2009 meeting, the Pitt County Board of Commissioners voted for the staff to develop a Request for Qualifications (RFQ) and advertise the RFQ to prospective agencies that may be interested in providing a study of Pitt County's VHF System. The scope of work included the study of the VHF System Expansion with Narrowband Migration. The RFQ'S were mailed to the agencies that expressed interest in doing the study.

The VHF System Expansion with Narrowband Migration Review Committee reviewed the RFQ'S and selected three agencies to conduct personal interviews with concerning their proposals. The Review Committee conducted the interviews and has drafted a recommendation for an agency to provide the study contingent on a favorable report of their references. The references were checked by County Staff with a favorable result. All references provided high remarks on the performance, service, and integrity of the selected agency. The agency has proposed to conduct the study for \$63,520 which includes all labor, travel, and other direct cost to complete the Scope of Work directed by the RFQ.

County Staff is preparing a contract with this agency and will bring back the contract for your recommendation at your next Commissioners Meeting on March 1, 2010. Funding for this project is available from restricted E-911 funds.

Staff Recommendation

Report Only.

Meeting Notes

Mr. Lee gave an update on the VHF system expansion with narrowband migration to be brought back to the Board at their March 1st board meeting.

Commissioner Owens asked about the figures of the other two agencies. Mr. Lee stated one agency was close in price but couldn't offer the same services and the other two agencies were substantially higher.

Commissioner James asked how much money was involved. Mr. Lee stated \$62,520. Mr. Elliott stated this figure was for the study not the solution.

Update on 250th Celebration Activities - Melonie Bryan

Information Provided with the Agenda

Staff and members of the Historical Society will be on hand to give the Board of Commissioners an update on events related to our 250th Celebration.

Presentation of Commemorative Coin

Presentation of Invitations - Joint Historical Society/Pitt County Event @ Yankee Hall Plantation - March 25, 2010

Future Dates/Calendar of Events

Update on Signage/Placard/Banners

Staff Recommendation

No action needed.

Meeting Notes

Ms. Bryan updated the Board on 250th Celebration Activities. She gave the Board a packet of commemorative coins for distribution throughout the County. She introduced Greenville Banks and Roger Kammerer with the Pitt County Historical Society. The Historical Society distributed invitations to the Board for the banquet dinner being held at Yankee Hall Plantation on March 25th. Mr. Banks stated the speaker would be Betty McCain. Mr. Banks stated Yankee Hall Plantation would seat 300 and RSVP's were needed in a timely manner. He stated as of last Friday, 60 RSVP's have been received.

Mr. Banks presented the Board with copies of Chronicles of Pitt County, Volumes I and II, the Historic Architecture of Pitt County and two volumes of the cemetery survey of Pitt County.

Commissioner Garris thanked the Historical Society for their work and dedication. Mr. Banks pledged his support for the County's endeavors.

Ms. Bryan stated 250th decals would be placed on county vehicles and plaques would be placed at the 5th Street entrance along with the Pitt County Courthouse. She stated the next dates to remember are March 14 and March 21, both at 3 p.m. at Sheppard Memorial Library. The Historical Society is sponsoring a series of community lectures.

Items for Consent

Budget Amendment - Health Department - WIC Breastfeeding Peer Counselor - \$2,525 -(No County Funds) - John Morrow

Information Provided with the Agenda

Health Department Budget Amendment - WIC Breastfeeding Peer Counselor - \$2,525 - DHHS Division of Public Health expansion funding for WIC Breastfeeding Peer Counseling Program. Funding to be used to hire full time peer counselor beginning in later part of February 2010 as a permanent increase to headcount. Grant funding in place for FY 10-11 to continue the position. No County Funds Required.

Staff Recommendation

Approve as presented.

See Appendix 3

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Motion to approve the consent agenda with pulling item # 7 to highlight some things (Monthly Financial Report - through January 31, 2010).

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Budget Amendment - Advance Planning Funds - \$900,000 - PCC Projects - Melonie Bryan

Information Provided with the Agenda

As the Board is aware, Pitt Community College is in the planning/design state for three (3) construction projects that will be built over the next 2-3 years. These projects will be funded by the proceeds of an issuance of Certificates of Participation scheduled for next fiscal year that will be paid off by the proceeds of the Article 46 (1/4 cent) sales tax over the life of the debt.

The Board of Commissioners agreed to advance fund the planning costs by action taken last fall when the Community College initially identified the projects they would be proceeding on. The County has an executed Reimbursement Resolution in file that will allow the County reimbursement of advanced funds from the debt issuance once the long term financing is in place. This is the practice the County typically follows with all construction projects.

On February 23, 2010, there will be a joint meeting between the BOCC and PCC to get an update on their projects.

Staff Recommendation

Approve as submitted.

See Appendix 4

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Budget Amendment - \$100,000 Worker's Compensation Fund - Melonie Bryan

Information Provided with the Agenda

The attached budget amendment reflects the appropriation of existing Fund Balance to cover clincher/settlement payments approved by the BOCC. The fund balance is specific to the worker's comp fund and available for this purpose.

Staff Recommendation

Adopt Budget Amendment as presented.

See Appendix 5

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Adopt Budget Amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Budget Amendment - School Improvements Fund - \$35,000 - Melonie Bryan

Information Provided with the Agenda

The Board of Education annually uses a portion of their restricted sales tax fund to pay for small maintenance/repair type items such as roofing and parking improvements at our existing schools. This amount is typically in the range of \$750,000 and during budget process that amount was plugged as we had not received the final request from the Board of Education. The final request actually was for \$785,000 in funding and the additional \$35,000 is available within this restricted fund for this purpose. This budget amendment brings the funding to the full requested amount.

Staff Recommendation

Approve budget amendment as presented.

See Appendix 6

Manager's Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve budget amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

January 2010 Tax Collections - Cathy Booker

Information Provided with the Agenda

The Pitt County combined collection rate through January 31, 2010 is 91.14%, a slight increase over the rate of 90.57% for January 2009. Pitt County Tax Administration continues to pursue all outstanding taxes using the necessary enforcement remedies available through the North Carolina General Statutes.

Staff Recommendation

Approve as submitted.

See Appendix 7

Manager's Comments

Concur with recommendation to approve tax collection report.

Motion:

Approve as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Tax Administration Refunds - Cathy Booker

Information Provided with the Agenda

Refunds for the period of January 22, 2010 through February 3, 2010 that are greater than \$100 and require individual Board of Commissioners approval are attached.

Staff Recommendation

To approve the Tax Administration refunds as presented and direct staff to process the refunds.

See Appendix 8

Manager's Comments

Concur with recommendation to approve tax administration refunds.

Motion:

To approve the Tax Administration refunds as presented and direct staff to process the refunds.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Monthly Financial Report - through January, 31, 2010 - Melonie Bryan

Information Provided with the Agenda

Attached please find the cumulative monthly financial report reflecting activity through January 2010 - seven months (58.33%) of Fiscal Year 2009-2010.

Revenues and expenditures continue to be closely monitored as is our standard practice. Additionally, as noted in the Manager's reports to the Board, all departments are monitoring their spending and are still operating under a modified hiring freeze to help address the impacts of the adoption of the State's budget. It is believed these actions will position the County for the best fiscal position possible at June 30, 2010.

Staff Recommendation

Accept report as presented.

See Appendix 9

Manager's Comments

Concur with recommendation to approve monthly financial report.

Meeting Notes

Mr. Elliott highlighted status of current year in terms of revenues, property tax collections continue to track well. He stated the County tax collections were 1/2 percent above same point in time a year ago. He stated the Register of Deeds fees are 48-50 percent collected for the year. He asked Ms. Bryan to highlight sales tax and investment earnings.

Ms. Bryan stated investment earnings in the budget typically amounts to the equivalent of 1 cent on the tax rate. She stated the County made some moves last week to improve the earnings. She stated if the economy doesn't rebound any faster, the County will sit with cash in the bank with no where to put any long-term investments that are returning more than three quarters to one percent. She stated budgetarily, a \$500,000 or \$600,000 revenue short fall could occur due to the lack of investment options. She stated there was a lot of cash sitting in certificates of deposit and money market accounts. While good for cash flow, this situation is not good for investment returns. She stated an individual was probably earning more on a personal savings account than the County was earning on governmental investments. She stated in terms of sales tax, the State as a whole is down 7-8 percent, Pitt County is down 4 percent through the end of December. She stated she and the Manager had talked about actions that could be taken to minimize negative outcomes on operations and services and we would continue watching revenue streams to keep the budget in balance.

Mr. Elliott stated Pitt County was in a much better position than most counties across the State. He stated there was a delayed hiring freeze in effect which might need to be expanded and limited travel may be needed. He stated he would be addressing department heads the first week in March. He stated there were minor concerns and he would be more concerned if property tax collections were in a negative position but they were in a strong area.

Motion:

Accept report as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Appointments of Commissioners Serving on County Boards - Kimberly Hines

Information Provided with the Agenda

1. Reappoint Commissioner Eugene James to the Social Services Board, term expiring in December 2010.
2. Reappoint Tom Johnson to the Health Board, term expiring December 31, 2010
3. Reappoint Melvin McLawhorn to the PCMH Board of Trustees, term expiring April 2, 2011

Commissioners Serving on Subsidiary Boards of PCMH

Mark Owens East Carolina Health

Eugene James Pitt Management

Kenneth Ross Surgery Center

Tom Johnson Health Access

Staff Recommendation

Reappoint Commissioner Eugene James to the Social Services Board with a term expiring in December 2010, reappoint Commissioner Tom Johnson to the Health Board, term expiring December 31, 2010 and

reappoint Commissioner Melvin McLawhorn to the PCMH Board of Trustees, term expiring April 2, 2011.

Also, appoint Commissioners to serve on the following subsidiary boards of PCMH as follows:

Mark Owens East Carolina Health

Eugene James Pitt Management

Kenneth Ross Surgery Center

Tom Johnson Health Access

See Appendix 10

Motion:

Reappoint Commissioner Eugene James to the Social Services Board with a term expiring in December 2010, reappoint Commissioner Tom Johnson to the Health Board, term expiring December 31, 2010 and reappoint Commissioner Melvin McLawhorn to the PCMH Board of Trustees, term expiring April 2, 2011.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Motion:

Also, appoint Commissioners to serve on the following subsidiary boards of PCMH as follows:

Mark Owens East Carolina Health

Eugene James Pitt Management

Kenneth Ross Surgery Center

Tom Johnson Health Access

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Grant for 10-year Plan to End Chronic Homelessness - James Rhodes

Information Provided with the Agenda

Pitt County has been awarded \$2,300 from the North Carolina Interagency Council for Coordinating Homelessness Programs to complete a Benchmarks and Accomplishment Report for our 10-year Plan. To receive these funds, the County must execute the contract, adopt the attached Conflict of Interest Policy and complete the associated Conflict of Interest Form (Attachment D), and complete the Federal Certifications Form (Attachment E).

Staff Recommendation

Adopt the attached Conflict of Interest Policy and authorize Chairman to sign the contract, Conflict of Interest Form and Federal Certifications Form for the 10-Year Plan's Benchmarks and Accomplishment Report.

See Appendix 11

Manager's Comments

Concur with recommendation to approve needed documents to accept grant award.

Motion:

Adopt the attached Conflict of Interest Policy and authorize Chairman to sign the contract, Conflict of Interest Form and Federal Certifications Form for the 10-Year Plan's Benchmarks and Accomplishment Report.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Approval of Minutes - Kimberly Hines

Information Provided with the Agenda

February 1, 2010 - Regular Meeting

Staff Recommendation

Approve February 1, 2010 regular meeting minutes as submitted.

Manager's Comments

Concur with recommendation to approve meeting minutes of 2-1-10.

Motion:

Approve February 1, 2010 regular meeting minutes as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Items for Discussion

FY 2010-11 Budget Planning - Scott Elliott & Melonie Bryan

Information Provided with the Agenda

The following items will be discussed as they are directly related to the FY 2010-11 Budget.

- (1) Confirmation of mission, vision, values and goals
- (2) Capital Improvement Plan discussion/presentation

Staff Recommendation

N/A

See Appendix 12

Meeting Notes

Ms. Bryan reported on the capital improvement plan and estimates for the fiscal year 2010-2011 through fiscal year 2019-2020. She stated there was substantial discussion with the Sheriff in reference to the need for a Sheriff's office building and storage space. She stated there were other needs that needed to be pointed out. She stated there were a number of things on the unmet needs list. She stated \$750,000 was typically always funded to the school system and a like amount of \$75,000 to Pitt Community College. She stated annual vehicle replacements were needed each year. She stated the only other new thing that

would fall into the approved list was doing something for Pitt Community College using the quarter cent sales tax. She spoke about parking issues and an expansion request for the Health Department. She spoke about another phase of school board projects that are forthcoming. She spoke about a piece of equipment for the Animal Shelter for some of the issues Dr. Betty Williams referenced earlier.

Commissioner Johnson asked when a detailed discussion would be held for the capital expenses. Mr. Elliott stated it would be discussed during the regular scheduled budget workshops, unless the Board wishes to hold a separate CIP workshop.

Commissioner James stated Pitt County was not like the Federal Government in terms of being able to spend money. He referenced the capital improvement plan that was distributed. He stated the County could not continue to increase ad valorem taxes. Mr. Elliott stated the tax base has been looked at and rough estimations have been calculated based on the growth. He stated the growth is very limited based on the current economy.

Commissioner Garris thanked Ms. Bryan for the capital improvement plan list and stated the list did not need to be looked at in detail until the amount of money for capital projects was prioritized. He spoke of the Narrowband project needing to be in place by 2013.

Commissioner McLawhorn stated the Sheriff's Office has the greatest percentage for the capital improvement project. Ms. Bryan stated the largest in terms of dollars is public schools, but they also have a dedicated funding stream in the quarter percent sales tax. Commissioner McLawhorn asked if some would be through grant funding. Ms. Bryan stated very little in terms of grant funding. She stated the bulk would be long-term debt that would be used through tax base or other dollars.

Mr. Elliott stated two weeks has been allotted for budget workshops. He stated if the Board wanted to devote time for CIP workshops there was time within those scheduled workshops. Chairman Ross spoke about people foreclosing on their homes and his opposition of a tax increase.

Motion:

Motion to approve the confirmation of mission, vision, values and goals for FY 2010-2011 budget planning.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman David Hammond.

Motion passed unanimously.

Items for Decision

Appointments to the Committee for Employment of People with Disabilities - Kimberly Hines

Information Provided with the Agenda

The following individuals are being recommended for appointed by Michael Bridgers, Chairman of the Committee for Employment of People with Disabilities:

Jay Bailey
Debra Daughtry
Kevin Smith
Heather Phillips
David Mills
Doris Ward
Natalie Renfrow

If appointed, terms will expire 2/15/2013.

Staff Recommendation

Motion to follow the recommendation and appoint Jay Bailey, Debra Daughtry, Kevin Smith, Heather Phillips, David Mills, Doris Ward and Natalie Renfrow to the Committee for Employment of People with Disabilities.

See Appendix 13

Motion:

Motion to follow the recommendation and appoint Jay Bailey, Debra Daughtry, Kevin Smith, Heather Phillips, David Mills, Doris Ward and Natalie Renfrow to the Committee for Employment of People with Disabilities.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Appointment to the Sheppard Memorial Library Board of Trustees - Kimberly Hines

Information Provided with the Agenda

Sandra Hunsucker who serves on the Sheppard Memorial Library Board of Trustees is no longer able to serve due to health issues. Her term expires 3/31/2011. Willie Nelms is recommending a replacement be appointed to fill the unexpired term of Mrs. Hunsucker. Please find the list of interested applicants attached.

Staff Recommendation

Motion to appoint an individual to fill the unexpired term of Sandra Hunsucker on the Sheppard Memorial Library Board of Trustees.

See Appendix 14

Motion:

Motion to appoint Vivian Mott to fill the unexpired term of Sandra Hunsucker on the Sheppard Memorial Library Board of Trustees.

Motion made by Commissioner Beth Ward.

Motion seconded by Commissioner Melvin McLawhorn.

Motion passed unanimously.

Commissioners' Comments

No one spoke.

Motion:

Motion to adjourn at 7:45 p.m.

Motion made by Chairman Kenneth Ross.

Motion seconded by Commissioner Eugene James.

Motion passed unanimously.

Respectfully Submitted,

Kimberly Hines
Interim Clerk to the Board