

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE,NORTH CAROLINA
MONDAY, JUNE 29, 2009 MINUTES**

Pitt County Board of Commissioners met on Monday, June 29, 2009 at 6:00 PM in the Commissioner's Auditorium, Pitt County Office Building, 1717 W 5th Street, Greenville, North Carolina.

Board Members Present:

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

Staff Present:

Scott Elliott, County Manager
Patricia Staton, Clerk to the Board
Janis Gallagher, County Attorney
Melonie Bryan, Deputy County Manager/ Chief Financial Officer
Michael Taylor, Deputy County Manager/Chief Information Officer
Florida Hardy, Human Resources Director
James Rhodes, Planning Director
Kiara Jones, Director of Pubic Information & Media Relations
Paulette White, Project Manager

Call to Order

Meeting Notes

Chairman McLawhorn called the meeting order and welcomed everyone.

Invocation and Pledge

Meeting Notes

The invocation was given by Commissioner Jimmy Garris and the Pledge of Allegiance was led by Vice Chairman Kenneth Ross.

Approval of Agenda

Information Provided with the Agenda

Staff Recommendation

Approval of agenda as submitted.

Motion:

Approval of agenda as submitted.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Tom Johnson.

Motion Passed Unanimously.

Presentation

Recognition of Eagle Scouts; John Baker Skinner Jethro (Troop 09) and Nicholas Alan Jones (Troop 176) - 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 men were awarded the Eagle Scout in May 2009: John Baker Skinner Jethro (Troop 09) and Nicholas Alan Jones (Troop 176).

Staff Recommendation

Motion to authorize the Chairman to send a letter of recognition to John Baker Skinner Jethro and Nicholas Alan Jones on achieving the Eagle Scout Award.

Meeting Notes

Chairman McLawhorn and Mr. Elliott presented a certificate to Nicholas Alan Jones for achieving the designation of Eagle Scout.

Motion:

Motion to authorize the Chairman to send a letter of recognition to John Baker Skinner Jethro and Nicholas Alan Jones on achieving the Eagle Scout Award.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Public Hearings

Public Hearing for proposed Edward Byrne Memorial (JAG) Grant Application - Melissia Larson

Information Provided with the Agenda

This grant will provide funds in the amount of \$36,370 for law enforcement equipment under the JAG Program. The Sheriff's Office is requesting to purchase 6 mobile computers to be placed in existing or new patrol vehicles. This equipment will be used to access Division of Criminal Information (DCI) on persons and vehicles.

Staff Recommendation

To hold a public hearing on the Edward Byrne Memorial Justice Assistance Grant funding for the Pitt County Sheriff's Office to purchase mobile computers.

Meeting Notes

Chairman McLawhorn opened the public hearing. No one spoke. Chairman McLawhorn closed the public hearing.

Motion:

To hold a public hearing on the Edward Byrne Memorial Justice Assistance Grant funding for the Pitt County Sheriff's Office to purchase mobile computers.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Public Addresses to the Board

Meeting Notes

Joanne Honeycutt, 203 Oxford Ford. Ms. Honeycutt provided the board with an update on the move of the Village of Yesteryear from the Fairgrounds to property on County Home Road. She thanked the board for their support. She spoke about the unforeseen problems. Ms. Honeycutt spoke about all of the buildings being on the new site.

Commissioner James thanked Ms. Honeycutt and everyone involved with the Village of Yesteryear. He thanked them for all they are doing for Pitt County.

Carroll Webber, 610 S. Elm Street. Mr. Webber spoke in support of same-sex-marriage. He spoke about all citizens being treated equal. He spoke about people having the same legal right as everyone. Mr. Webber said he would like to go on the record as saying it is not the business of government to interfere in church or faith matters.

Ray Sobel, 1110 Kimberly Drive. Mr. Sobel asked to hold his comments until after he heard the board's discussion on the resolution on same-sex-marriages.

Items for Report

Manager's Report - Scott Elliott

Information Provided with the Agenda

Next Meeting Dates;

July 13, 2009 - 9am - Regular Meeting

August 3, 2009 - 9am - Regular Meeting

U.S. Department of Justice approval for BOE move to County Office Complex

Report Concerning Mewborn Building in Farmville

Legislative Concerns - Office Space for Probation Officers

Update regarding mental health providers concerns of ECBH

Staff Recommendation

Manager to write a letter to local delegation for Pitt County expressing the Board of County Commissioners concerns and opposition to providing space for probation officers.

Meeting Notes

Mr. Elliott reviewed the next meeting dates of the board. He provided the board with an update on the Board of Elections move to the county office complex. He stated the Board of Elections has received approval from the US Department of Justice. He said after some light modifications the Board of Elections should be moved by the first part of August.

Mr. Elliott reported on the Mewborn building located at 3388 S. Greene Street with a market value of \$177,000. He said the building was deeded to the county by the Mewborn family. Mr. Elliott stated several non-profit agencies have contacted his office to inquire about the building. He said he asked the agencies to put their requests in writing. He said the building is now vacant. He said the county is looking at leasing or selling the building. Mr. Elliott stated he has contacted Richard Hicks, Town Manager for the Town of Farmville, to ask if the Town has any interest in the building. Mr. Elliott said unless he has direction from the board he will wait to hear from the Town of Farmville. Commissioner Owens stated Pitt County should not act too quickly. He suggested giving the Town of Farmville and the community time to evaluate the building.

Mr. Elliott provided the board with an update on the legislative concerns of office space for probation officers. Mr. Elliott said there is currently a statute that required counties to provide office space for probation officers. He said there are concerns that the state may require counties to pay for all probation officers and other related personnel within their counties, which would be 100 percent of the cost. Mr. Elliott said the funds would come from the court fees that are collected. Mr. Elliott said he prepared a letter to the local delegation for Pitt County expressing the boards concerns. He stated the statute reads it is the county's responsibility. He said if it is approved it will require additional funds from the county. Mr. Elliott said he would be glad to draft a letter from the Chairman. Commissioner Garris said it is a good idea for Mr. Elliott to write a letter in opposition to this. He said Pitt County has approved the budget for 09-10 and the county does not need any additional expenses.

Motion:

Manager to write a letter to local delegation for Pitt County expressing the Board of County Commissioners concerns and opposition to provide space for probation officers.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Mr. Elliott provided the board with an update on ECBH and the provider concerns the board heard at their meeting on June 1, 2009. He stated he wrote a letter to Roy Wilson, Director of ECBH, suggesting he meet with the providers and hear their concerns. Mr. Elliott said Mr. Wilson said he would provide the board with a correspondence stating how ECBH is handling the concerns.

Department Spotlight - Engineering - [Kiara Jones](#)

Information Provided with the Agenda

The Office of Public Information, in conjunction with Pitt County Engineering, has produced the Engineering spotlight. Department spotlights are short videos produced to highlight functions and services of Pitt County departments.

Spotlights are used to communicate with citizens and provide information about County departments that citizens may or may not already be aware of. The spotlights also run regularly on Suddenlink Communications PittTv, Channel 13.

Meeting Notes

Ms. Jones introduced the department spotlight highlighting the office of County Engineering.

Items for Consent

Tax Collections Report for May 2009 - Cathy Booker

Information Provided with the Agenda

Collections of County taxes during May 2009 were \$74,906 more than those collected one year ago. The combined collection rate for real / personal / landfill / motor vehicle taxes through May 31, 2009 is 95.89%, a decrease of -0.32 percent as compared with the collection rate one year ago. This office continues to pursue all outstanding taxes using the necessary enforcement remedies available through the N.C. General Statutes.

Staff Recommendation

To accept the report.

See Appendix 1

Manager Comments

Concur with recommendation to approve Tax Collection Report for May, 2009.

Motion:

To accept the report.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Tax Administration Refunds - Cathy Booker

Information Provided with the Agenda

Refunds for the period May 21, 2009 through June 16, 2009 that are greater than \$100 and require individual Board of Commissioners approval:

Alligood, Manfred D., Jr.:	\$303.62 (Abstract 282457 - 2006)
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341.49 (282458 - 2005)
381.26 (282459 - 2004)

Bergevin, Daniel R. and Bergevin, Blair S.: 230.84 (263131 - 2007)
227.90 (263130 - 2006)
227.90 (LEGACY Parcel 065264 - 2005)
224.97 (065264 - 2004)

Meditext, Incorporated: 220.78 (Abstract 625304 - 2008)

Mills Acres, LLC: 117.56 (355486 - 2008)

Styons, Raymond E. Jr.: 133.73 (521895 - 2008)

Tomas, Maria H.: 293.40 (420512 - 2008)

Umphlett, Kimberly H. 106.83 (532918 - 2008)

USB Leasing, LT: 291.96 (641410 - 2008)

Ward, Leatha L.: 229.99 (282462 - 2008)
121.75 (247542 - 2006)

Staff Recommendation

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

Motion:

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

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Adoption of the Records Retention and Disposition Schedule for Tax Administration - Cathy Booker

Information Provided with the Agenda

On April 1, 2004, The North Carolina Department of Cultural Resources , Division of Historical Records, Archives and Records Section, Government Records Branch issued a Records and Retention Schedule for County Tax Administration. This schedule is a tool for Tax Administrators across the state to use when managing the records in their offices. On July 31, 2008, an amendment to the Records and Retention Schedule for Tax Administration was published. The schedules will remain in effect from the date of approval until it is reviewed and update.

Records Retention and Disposition Schedule for County Tax Administration issued by NC Dept of Cultural Resources, Div. of Hist Resources on April 1, 2004
http://www.records.ncdcr.gov/local/Tax/TaxDepartSchedule_3.pdf

Amendment issued on July 31, 2008
http://www.records.ncdcr.gov/local/Tax/2008_07_31TaxAmendmentOfficial.pdf

Staff Recommendation

Motion to approve the disposition of records schedule and have the Clerk to the Board mail a photocopy of the completed signature page to : Local Records Program, Government Records Branch, State Records Center, 4615 Mail Service Center, Raleigh, NC 27699-4615.

Manager Comments

Concur with recommendation to approve Records Retention and Disposition Schedule for Tax Administration.

Motion:

Motion to approve the disposition of records schedule and have the Clerk to the Board mail a photocopy of the completed signature page to : Local Records Program, Government Records Branch, State Records Center, 4615 Mail Service Center, Raleigh, NC 27699-4615.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Grant Application - Development Commission - \$480,000 Building Reuse Grant from NC Rural Center - (No County Funds) - Joseph Dawson

Information Provided with the Agenda

The Pitt County Development Commission requests permission to apply for a \$480,000 Building Reuse Grant from the NC Rural Center [pending approval from the PCDC Board which meets on 6/25/09]. No county funds will be needed but the Pitt County Development Commission will be responsible for providing in-kind grant administration if the money is awarded.

The grant will be used to upfit the former Metaldyne facility for a new company. A copy of the grant is available for review in the County Clerk’s office at 1717 W. 5th St., Greenville NC.

Staff Recommendation

Recommend allowing the Development Commission to apply for the grant.

Manager Comments

Concur with recommendation to approve Development Commission grant application.

Motion:

Recommend allowing the Development Commission to apply for the grant.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Resolution Accepting ARRA Loan - Phil Dickerson

Information Provided with the Agenda

To begin receiving the stimulus money, the County must execute a loan agreement. The loan is for \$1,802,264. Fifty percent of the principal will be forgiven and the remaining fifty percent will be a

loan at 0% payable over a maximum term of 20 years. The annual payment, if extended over 20 years, will be approximately \$45,000. If the County borrowed the entire \$1,802,264 at just 3% interest, the annual payment would be approximately \$128,000 and the total interest would be approximately \$655,000. The total savings to the County over 20 years, as compared to a loan for the \$1,802,264 at 3% will be approximately \$1,660,000.

Staff Recommendation

Motion that the Pitt County Board of Commissioners adopt the attached resolution.

Manager Comments

Concur with recommendation to approve resolution accepting ARRA loan.

Motion:

Motion that the Pitt County Board of Commissioners adopt the attached resolution.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Budget Amendment - \$45,462 - Winterville Fire - Melonie Bryan

Information Provided with the Agenda

The Winterville Rural Fire District has funds available to cover the cost of the equipment purchased for the truck that they purchased this year. The Town of Winterville advanced the funds for the order and now needs to be reimbursed. The County has copies of the invoices on hand and sign-off on receipt of the equipment by a member of the 3-member Fire Commission for that district.

The attached budget amendment uses a portion of the excess tax collections above our contract with the Town and a portion of the existing fund balance of the fire district to cover these costs.

Staff Recommendation

Approve the budget amendment as attached and direct staff to reimburse the Town of Winterville.

See Appendix 2

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve the budget amendment as attached and direct staff to reimburse the Town of Winterville.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Budget Amendment - Health Department - WIC Nutrition - \$9,670 (No County Funds) - John Morrow

Information Provided with the Agenda

DHHS funding to promote new WIC Food Package. No County Funds Required.

Staff Recommendation

Approve as presented.

See Appendix 3

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Budget Amendment - DSS/PATS - \$8,000 (No County Funds) - Rebecca Clayton

Information Provided with the Agenda

This budget amendment reflects the Department of Social Services volume not being high enough to utilize all available state funds. Pitt Area Transit System has excess trips that can be used to justify this funding.

Staff Recommendation

Approve as submitted.

See Appendix 4

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Budget Amendments - Planning Grants - Additional allocations received for FY 08-09 - Melonie Bryan

Information Provided with the Agenda

The Project Homelessness amendment is for \$2,874 additional allocation received from NCDHHS for FY 08-09.

The Homeless MIS amendment is for \$11,144 additional allocation received from NC Housing Coalition for FY 08-09. These actions will bring accounts current so we can properly roll balances forward into new fiscal year.

Staff Recommendation

Approve as presented.

See Appendix 5

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Approve as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Budget Amendment - Sheriff's Office - Federal Asset Seizure Funds \$10,538 (No County Funds) - Mac Manning

Information Provided with the Agenda

The Sheriff's Office has received federal asset seizure funds for the US Dept of Justice. These are restricted funds to be used solely for law enforcement purposes.

Staff Recommendation

Staff recommends approval of budget amendment as presented.

See Appendix 6

Manager Comments

Concur with recommendation to approve budget amendment.

Motion:

Staff recommends approval of budget amendment as presented.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Approval of Minutes - Patricia Staton

Information Provided with the Agenda

June 1, 2009 - Regular Meeting

June 9, 2009 - Public Hearing for the Budget

Staff Recommendation

Approve June 1, 2009 and June 9, 2009 minutes as submitted.

Manager Comments

Concur with recommendation to approve minutes.

Motion:

Approve June 1, 2009 and June 9, 2009 minutes as submitted.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Items for Discussion

Consideration of Resolution Regarding North Carolina Marriage Constitutional Amendment - Scott Elliott

Information Provided with the Agenda

Commissioner David Hammond has requested that an agenda item be put before the Board of Commissioners on the subject of adopting a resolution in opposition to same sex marriages. Staff is seeking the board's direction in developing a formal resolution on this matter. This could come back before the board on July 13, 2009.

Staff Recommendation

Direct staff on the developing of a resolution in opposition of same sex marriages.

Meeting Notes

Mr. Elliott stated Commissioner David Hammond has requested the Board of Commissioners consider moving forward on the subject of adopting a resolution in opposition to same sex marriages. Mr. Elliott said the State of North Carolina is dealing with SB 272 and HB 361. He said both bills have been referred to their respective committee in each chamber of the General Assembly.

Commissioner Hammond stated he requested the item and would like the board to send a resolution to the North Carolina Association of County Commissioners asking other counties to join Pitt County in opposition to same-sex-marriages. Ms. Janis Gallagher, County Attorney, stated there is no written reciprocal agreement, marriages from other states are recognized in North Carolina. She stated it would require a constitutional amendment in North Carolina to prohibit a same-sex-marriage from not having an opportunity to be recognized.

Commissioner James stated same-sex-marriages is the State of North Carolina's business. He said the board does not need to upset the citizens discussing this item. He said what the board does regarding this will not make any difference, because it is up to the State of North Carolina.

Commissioner Hammond stated his request was to send a letter to the North Carolina Association of County Commissioners, not the Legislators. He said if the bills are sitting in committee, Commissioner James may be correct. Commissioner Hammond said he would be in opposition of the resolution asking the people of the state to put it on a ballot.

Commissioner Jimmy Garris stated he feels obligated to state his opinion. He said it is regretful the board has to discuss the issue of same-sex-marriages. Commissioner Garris said he believes the union of marriage is a sacred relationship between a man and a woman. He stated he is supportive of the traditional marriage and would support the General Assembly issuing a referendum to the public so the citizens of North Carolina can make the decision.

Information Provided with the Agenda

Commissioner Tom Johnson requested that an agenda item be developed concerning a comparison of EMS response districts as overlaid on county township boundaries.

It is noted that information has not been presented to or shared with the EMS-Oversight Committee.

Meeting Notes

Mr. Elliott stated Commissioner Johnson requested staff to create a map to show the existing EMS response districts as overlaid on townships boundaries in Pitt County. This is to show who responded in terms of an EMS response.

Commissioner Johnson said from time to time there have been concerns regarding the EMS districts. He said there have been concerns regarding the Falkland district and how Falkland covers the Belvoir Township. He said it appears there is some legitimate concern about the EMS districts. Commissioner Johnson suggested Mr. Noel Lee, Director of Emergency Services, set up a meeting with Commissioner Eugene James, Chief, Assistant Chief of Bell Arthur, Falkland and Bethel to see if some lines could be adjusted that facilitate some of the services to the citizens of this district. Commissioner Johnson said there may be some concern regarding lines in other districts.

Commissioner James stated he appreciated the information Commissioner Johnson presented. He stated townships in Pitt County are no longer used today, they are non-existent. He said he welcomes improvement in all areas.

Commissioner Ward said this is an excellent idea. She said this is an opportunity for Mr. Lee to meet with some groups and that there seems to have been some discrepancies with the number of calls and the times it takes to make the call average. She suggested a meeting and bringing suggestions to the EMS Oversight Committee.

Commissioner James said Commissioner Ward has a good idea to have the leaders of the community have a say and bring the suggestions to the EMS Oversight Committee.

Commissioner Ward said her suggestion is for the EMS districts to meet with Mr. Lee.

Vice Chairman Ross said it has been discussed and it should go through the EMS Oversight Committee.

Chairman McLawhorn recognized the citizen who signed up to speak during public address to the board at this time.

Ray Solbol spoke about being married for 65 years. He spoke about no one pushing for amendments. He spoke about people with differences. He spoke about two people loving one another. He spoke about not supporting a resolution taking away rights from people. He spoke about being respected. He spoke about not caring if it does not harm him.

Information Provided with the Agenda

Commissioner Johnson has requested that an agenda item be put before the Board of Commissioners to consider the idea of developing a 'Naming Policy for County Building'. Staff evaluated the possibility of establishing a policy for naming County buildings for past or present leaders who have made substantial contributions to the County in various ways. Some advantages and disadvantages associated with establishing such a policy are listed below.

Advantages

1. Such a policy would establish a clear way to honor or commemorate people who have made substantial contributions to Pitt County.
2. Generally person's names are easier to associate with a particular building.
3. A naming policy could incorporate a fund raising tool.

Disadvantages

1. There would be an out of pocket cost of approximately \$1,500 per building just for lettering on the building. Substantial labor would also be expended. If there are directional signs that have to be replaced, more cost would be incurred.
2. There would be great difficulty in deciding which building would be named for a given person. Questions will arise as to why a 200,000 square foot new building would be named for one person and a 5,000 square foot old building named for another.

The County staff has found that there is no naming policy in any of the surrounding counties or New Hanover. However, in some cases, buildings have been named for prominent people. We also know that Pitt Community College and the City of Greenville have named facilities for some people.

Staff Recommendation

Direct staff to develop a policy for naming county buildings.

Meeting Notes

Mr. Dickerson spoke about a proposed policy for county buildings. He spoke about the advantages and disadvantages listed.

Commissioner Johnson motioned he would like to take some of the information presented to the board and establish a policy for naming county buildings. Commissioner Ward seconded the motion. She suggested including buildings and properties. Commissioner Ward said she would make an amendment to his motion to add buildings and properties. Commissioner Johnson excepted the amendment.

Discussion

Commissioner Hammond asked how many county buildings are named after individuals. Mr. Dickerson said none at this time.

Commissioner Garris said he would like the policy for naming of buildings or parks to include 1) describing the function or location 2) what the function of the location is 3) name building or facility after people who make a substantial financial contribution.

Mr. Dickerson reminded the board there is not a policy in place for naming parks facilities at this time.

Commissioner Johnson spoke about the need to have a policy for buildings because the policy for park facilities does not address buildings.

Commissioner Ward and Commissioner James said they agree with Commissioner Garris's as comments.

Commissioner Ward withdrew her amendment to the motion to add buildings and properties.

Motion:

Direct staff to develop a policy for naming county buildings.

Motion made by Commissioner Tom Johnson.

Motion seconded by Commissioner Beth Ward.

Vote Record:

David Hammond Yes

Beth Ward Yes

Eugene James Yes

Tom Johnson Yes

Mark Owens, Jr. No

Jimmy Garris Yes

Melvin McLawhorn Yes

Kenneth Ross Yes

Ephraigm Smith Yes

Voting Totals: Yes: 8 No: 1

Motion Passed.

Items for Decision

Homeless Prevention and Rapid Re-Housing Program Grant - James Rhodes, Paulette White

Information Provided with the Agenda

The American Recovery and Reinvestment Act of 2009 provides for \$1.5 billion in homelessness prevention and rapid re-housing funds through the Department of Housing and Urban Development (HUD). The purpose of the Homeless Prevention and Rapid Re-Housing (HPRP) program is to provide homelessness prevention assistance to households that would otherwise become homeless—many due to the current economic crisis—and to provide assistance to rapidly re-house persons who are homeless. Specifically, it will provide temporary financial assistance, housing relocation and stabilization services to individuals and families who are homeless or would be homeless but for this assistance.

This new approach allows communities to shift their system so assistance is available to households who are at high-risk of becoming homeless. A household will not have to enter the homeless shelter system in order to receive assistance; instead, homeless providers will be able to use their skills and knowledge to assist individuals and families before they lose their housing. When implemented correctly, this new program will help shelter systems by catching people before they fall into homelessness. For those who do have to go to shelter, this program offers a way to exit quickly back into permanent housing.

The State of North Carolina and eight (8) entitlement communities were allocated over \$29 million for this program. The North Carolina program will receive approximately \$22 million to be distributed among the non-entitlement communities as well as the entitlement communities through a competitive application process. The State will issue "Request for Applications" (RFA) on July 1, 2009. Completed applications will be due by the first week of August 2009.

Successful grants will be awarded for a three-year period. Local government, private non-profits (must have local government buy-in) and entitlement communities can apply for State funding. The State strongly recommends that communities submit one grant. Applications should request between \$500,000 and \$1 Million. All applications must be reviewed by the community's 10-Year Plan to End Homelessness Advisory Board or its Continuum of Care. Sixty percent (60%) of the funds must be spent within 2 years of the grant agreement with the State reserving the right to recapture unspent funds.

The Pitt County Department of Social Services has agreed to serve as the lead agency with assistance from the Planning Department to submit an application for these funds.

Staff Recommendation

Adopt the attached resolution supporting Pitt County's request for HPRP funding and authorize staff to submit the grant application.

Manager Comments

Concur with recommendation to approve and submit the Homelessness Prevention and Rapid Re-Housing Grant application.

Meeting Notes

Mr. James Rhodes introduced Ms. Paulette White who has been hired as the full time Homeless Project Manager.

Ms. White provide the board with a PowerPoint presentation on the Homeless Prevention and Rapid Re-Housing Grant.

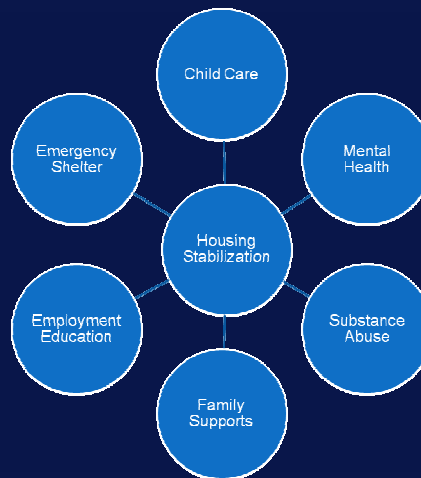
- The purpose of this program is to provide homelessness prevention assistance to households who would otherwise become homeless.
- Program focuses on housing for homeless and at-risk households by providing temporary financial assistance and housing relocation and stabilization services to individuals and families who are homeless or would be homeless but for this assistance.



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1. Experience housing crisis
2. Reach out for support
3. Providers assess for housing risk and make referral to housing stabilization services
4. Based on client need, appropriate services are provided (e.g. landlord mediation, short-term rental assistance, housing search, rapid re-housing, and wrap-around services provided)
5. Client may need to stay at a shelter while receiving stabilization services

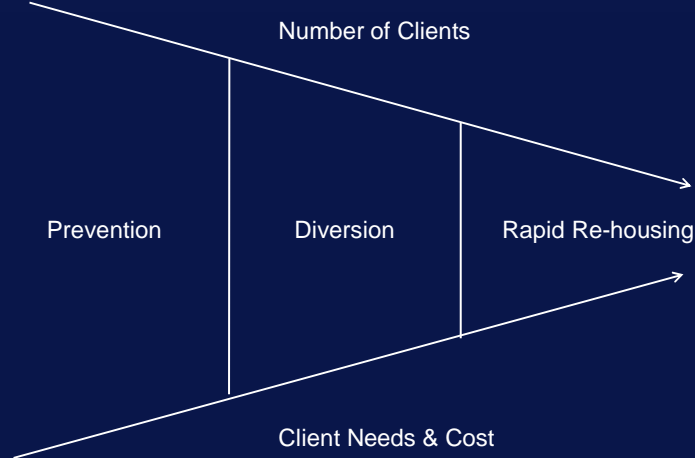


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A New Approach



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Program Components

- **Prevention:** This component is intended to prevent individuals and families from becoming homeless. First attempt is to stabilize current housing situation. If current housing is not appropriate or cannot be stabilized, alternative housing is sought.
- **Diversion:** These programs attempt to prevent homelessness for people who are seeking shelter. Diversion attempts to return people to their prior situation, if it is appropriate and safe. If they cannot return, new housing is sought. Discharge planning from hospitals, prisons, and other public facilities are part of this program.
- **Rapid Re-Housing:** This component works with currently homeless individuals and families to help them quickly move into rental housing.



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Program Functions

- Housing Locator: Identify affordable housing and encourage landlords to rent to people who are homeless or at risk of becoming homeless.
- Case Management: Case Managers work with people to ensure that their housing situation is stable and that they access the benefits and services they need. Case Managers also help mediate disputes between landlords and tenants.



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NC State Application Process

- Grants will be for 3-Years Funding
 - 60% spend in 24 months; 100% in 3 years
- Local governments, private non-profits (with local government buy-in) and entitlement communities can apply for State HPRP dollars
- Applicants are encouraged to request \$500,000 to \$1 Million
- **Communities with 10-Year Plans**
 - Applications will be presented to Advisory Board for review before submission to the State



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NC State Application Process

- Communities/Regions are encouraged to submit one application.
- Applicants will be evaluated on multiple criteria including but not limited to:
 - Financial and reporting capacity
 - Strength of partnerships with employment programs, TANF, homeless education, EFSP and other programs
 - Strength of their plans to assist program participants in achieving housing stability



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NC State Application Process

- State has published a "Draft" application.
- State will publish "Request for Applications" (RFA) in early July 2009.
- Applications will be due to the State by the first week in August.
- State will sign contracts with communities by September 30th.



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Pitt County HPRP Application

- In April 2009, a HPRP Planning Committee was established to work through grant process, develop initial partners and to identify Lead Agency in Pitt County.
- On June 3rd, the Pitt County Manager and department representatives met to discuss this program and confirmed Pitt County's commitment to apply for these funds.
- Pitt County DSS has agreed to be the Lead Agency with assistance from the Planning Department.



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Pitt County DSS Board Action

- The Pitt County Board of Commissioners is asked to adopted the HPRP Resolution supporting Pitt County's request for HPRP Funding and authorize staff to submit the grant application.



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Pitt County Government 252.902.1000 www.pittcountync.gov

Motion:

Adopt the attached resolution supporting Pitt County's request for HPRP funding and authorize staff to submit the grant application.

Motion made by Vice Chairman Kenneth Ross.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Easement for Water Improvements - D. H. Conley High School - Phil Dickerson

Information Provided with the Agenda

Attached is an easement agreement to allow Eastern Pines Water Corporation access to some of its apparatus associated with water service to D. H. Conley High School. The water service and the apparatus is already in place. However, the Corporation needs the easement giving it the permanent right to enter the area to maintain its service.

Staff Recommendation

That the Chairman of the Pitt County Board of Commissioners be authorized to execute the easement to Eastern Pines Water Corporation on the County's behalf.

Manager Comments

Concur with recommendation to approve utility easement for water improvements at D.H. Conley High School.

Motion:

That the Chairman of the Pitt County Board of Commissioners be authorized to execute the easement to Eastern Pines Water Corporation on the County's behalf.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Appoint Voting Delegate for NACo Conference - Scott Elliott

Information Provided with the Agenda

Commissioners McLawhorn, Ross and Hammond will be attending the 74th Annual NACo Conference in July 2009. The Board needs to elect a voting delegate from Pitt County for this conference.

Staff Recommendation

Motion to appoint a voting delegate.

Manager Comments

Motion:

Motion to appoint Chairman Melvin McLawhorn as voting delegate at NACo Conference.

Motion made by Vice Chairman Kenneth Ross.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Consideration of Resolution Opposing Any Action by the State of North Carolina to "Reduce" LME Fund Balances - Melonie Bryan

Information Provided with the Agenda

As the Board is aware, when Pitt County made the decision to merge our single county mental health program into the multi-county program now known as East Carolina Behavioral Health (ECBH), the County had a sizeable fund balance that was transferred into the program. While North Carolina general statutes required this action, the County also did it to ensure the newly formed entity had sufficient funds on hand for operations and cash flow needs as the new entity was starting up operations.

It now appears the State of North Carolina is considering reducing fund balances from multi-county programs in an attempt to meet budgetary needs for the Department of Health and Human Services (DHHS). This action is not compatible with the intent when the County transferred the funds and is an action that both County staff and ECBH state would not want to see occur.

Therefore, the attached resolution was drafted for your consideration. The suggested language has been reviewed by the management of ECBH and they are supportive of this proposed action.

Staff Recommendation

Adopt resolution as attached and direct staff to forward to appropriate House & Senate members.

Manager Comments

Concur with recommendation to approve resolution opposing NCGA reducing LME fund balances.

Motion:

Adopt resolution as attached and direct staff to forward to appropriate House & Senate members.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner Jimmy Garris.

Motion Passed Unanimously.

Reappointment to the Convention & Visitors Authority - Patricia Staton

Information Provided with the Agenda

Robert Sheck's term on the Convention & Visitors Authority expires 07/12/2009. It is being recommended by Greenville City Council to reappoint Mr. Sheck to fill a first full term to expire 07/12/2012.

Staff Recommendation

Motion to follow the recommendation and reappoint Robert Sheck to the Convention & Visitors Authority.

Motion:

Motion to follow the recommendation and reappoint Robert Sheck to the Convention & Visitors Authority.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Reappointments to the Winterville Board Of Adjustment - Patricia Staton

Information Provided with the Agenda

The Winterville Board of Alderman is recommending the reappointment of Jody Melnick and Claudie McLawhorn. If reappointed, both terms will expire June 30, 2012.

Please find attached a letter from the Town of Winterville.

Staff Recommendation

Motion to follow the recommendation and reappoint Jody Melnick and Claudie McLawhorn to the Winterville Board Of Adjustment.

Motion:

Motion to follow the recommendation and reappoint Jody Melnick and Claudie McLawhorn to the Winterville Board Of Adjustment.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Appointment to the Greenville Utilities Commission - Patricia Staton

Information Provided with the Agenda

Lynn Evans term expires 6/30/09 and he is not available for reappointment due to serving the maximum number of terms. The County needs to make a nomination to the City of Greenville. Please find attached the list of interested applicants.

Staff Recommendation

Motion to make a nomination to the City of Greenville for a replacement of Lynn Evans on the Greenville Utilities Commission.

Motion:

Motion to appoint Virginia Hardy to the Greenville Utilities Commission replacing Lynn Evans.

Motion made by Commissioner Eugene James.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Reappointment to the EMS System Plan Oversight Committee - Patricia Staton

Information Provided with the Agenda

The EMS-OC is recommending the reappointment of Duane Holder as a citizen at large serving on the EMS System Plan Oversight Committee. If reappointed, his term will expire 6/4/12.

Staff Recommendation

Motion to follow the recommendation and reappoint Duane Holder to the EMS System Plan Oversight Committee.

Motion:

Motion to follow the recommendation and reappoint Duane Holder to the EMS System Plan Oversight Committee.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Reappointment to the Pitt-Greenville Airport Authority - Patricia Staton

Information Provided with the Agenda

Alton Holloman's term on the Pitt-Greenville Airport Authority expired 06/04/2009. It is being recommended that Mr. Holloman be reappointed for another term ending 06/04/2013.

Staff Recommendation

Motion to reappoint Alton Holloman to the Pitt-Greenville Airport Authority.

Motion:

Motion to reappoint Alton Holloman to the Pitt-Greenville Airport Authority.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Closed Session

Closed Session - NCGS 143-318.11(a)(5)(6) - Scott Elliott

Information Provided with the Agenda

(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. (6) performance, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or initial employment of an individual public officer or employee or prospective public officer or employee; or to hear an individual public complaint, charge, or grievance by or against an individual public offer or employee.

Staff Recommendation

Move to go into closed session pursuant to NCGS 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. (6) performance, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or initial employment of an individual public officer or employee or prospective public officer or employee; or to hear an individual public complaint, charge, or grievance by or against an individual public officer or employee.

Motion:

Move to go into closed session pursuant to NCGS 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the

public body in negotiating (i) price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. (6) performance, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or initial employment of an individual public officer or employee or prospective public officer or employee; or to hear an individual public complaint, charge, or grievance by or against an individual public officer or employee.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Motion:

Move to go back in open session.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Jimmy Garris.

Motion Passed Unanimously.

Motion:

Board of County Commissioners set salary for the Register of Deeds salary at \$57,000.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Motion:

Motion to adjourn meeting at 7:46pm.

Motion made by Commissioner David Hammond.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Respectfully Submitted,

Patricia A. Staton
Clerk to the Board

Appendix 1

Tax Collections Report for May 2009

PITT COUNTY TAX COLLECTIONS REPORT FOR MAY 2009

Summary of Fiscal Year (FY) 2008 - 2009 Data:	Summary of Fiscal Year (FY) 2007 - 2008 Data (for Comparison):	<u>Difference</u>	<u>Percentage of Change</u>
<u>Tax Collection Activity</u>			
Total May 2009 County Collections: 893,497	Total May 2008 County Collections: 818,591	\$74,906	9.15%
Fiscal Year to date (FYTD) County Collections on Current Year Levy (07/01/2008 - 05/31/2009) 76,237,044	Fiscal Year to date (FYTD) County Collections on Current Year Levy (07/01/2007 - 05/31/2008) 69,496,392	6,740,652	9.70%
<u>Pitt County Levy:</u>			
May 2009 FYTD Levy (Taxes and landfill fees included) 79,508,249	May 2008 FYTD Levy (Taxes and landfill fees included) 72,240,265	7,267,984	10.06%
<u>Collection Percentage through May 2009 (by categories)</u>	<u>Collection Percentage through May 2008 (by categories)</u>		
Real / Personal / Landfill 97.39 %	<i>Real / Personal / Landfill</i> 98.03 %	-0.64	-0.65%
Vehicle 80.23 %	<i>Vehicle</i> 80.18 %	0.05	0.06%
Combined Collection Rate: 95.89 %	<i>Combined Collection Rate:</i> 96.20 %	-0.31	-0.32%

Monthly Occupancy Taxes Collected and Gross Receipts Tax on Rented/ Leased Motor Vehicles					
Occupancy tax for May 2009:	109,643	<i>Occupancy tax for May 2008:</i>	129,987	-20,343.57	-15.65%
County Gross Receipts on MVs for May 2009:	7,366	<i>County Gross Receipts on MVs for May 2008:</i>	8,885	-1,518.96	-17.10%

Appendix 2

Budget Amendment - \$45,462 - Winterville Fire

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Fire Districts

Date of Request: 06/29/09

FY Budget: FY08-09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
287000 569941	Winterville Fire	45,462	
282141 410901	Ad Valorem Taxes	16,962	
282141 499100	Fund Balance Appropriated	28,500	

Department Justification: (Please provide detailed explanation)

To increase the Winterville Fire Budget to accommodate the contract amount of \$105,528 and the purchase of equipment for the rural truck using a combination of excess tax collections and restricted fund balance available for this purpose.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 3

Budget Amendment - Health Department - WIC
Nutrition - \$9,670 (No County Funds)

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: FY 08/09

Date of Request: May 29, 2009

FY Budget: WIC Nutrition
nutrition

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
153168 436500	DHHS Funding	9,670.00	
155168 526000	Office Supplies	600.00	
155168 523100	Educational Materials	2,000.00	
155168 532500	Postage	300.00	
155168 537000	Advertising	1,000.00	
155168 539500	Training & Conference	3,670.00	
155168 561000	Contract Services	2,100.00	

Department Justification: DHHS funding to promote new WIC Food Package.

NO COUNTY FUNDS REQUIRED

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 4

**Budget Amendment - DSS/PATS - \$8,000 (No
County Funds)**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Finance

Date of Request: 6/29/09

FY Budget: 08-09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
162400 433064	Employment Transportation		8,000
165476 531303	DOT Transportation		8,000
2412300 433064	Employment Transportation	8,000	
2419402 525000	Vehicle Costs	8,000	

Department Justification: (Please provide detailed explanation)

DSS volume not high enough to utilize all available state funds. PATS has excess trips that can be used to justify funding.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 5

**Budget Amendments - Planning Grants - Additional
allocations received for FY 08-09**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Planning - Project Homelessness Grant **Date of Request:** 06/29/2009

FY Budget: 08-09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
243651 436000	Non Fed Categorical Grant	2,874	
245651 526000	Office Supplies	2,874	

Department Justification: (Please provide detailed explanation)

Amendment is for additional allocation received from the NCDHHS for FY 08-09.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. _____

State Position No. _____

APPROVAL	SIGNATURE	DATE
Department Head		
Finance Department		
Human Resources	Required for actions involving Personal Services Accounts	
County Manager	Required for transfers between Personal Services, Operating & Capital account	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	

Appendix 6

**Budget Amendment - Sheriff's Office - Federal Asset
Seizure Funds \$10,538 (No County Funds)**

**Pitt County
Finance**

**Budget
Amendment
Request**

Department: Sheriff's Office - Federal
Seizu

Date of Request: 6/10/09

FY Budget: 08-09

ACCOUNT NO.	TITLE OF ACCOUNT	INCREASE	DECREASE
223601-426600	Federal Asset Seizure	10,538	
225601-528000	Law Enforcement Supplies	10,538	

Department Justification: (Please provide detailed explanation)

To appropriate funds received from the Federal government for taxes and seized assets. These are restricted funds to be used solely for law enforcement purposes.

If amendment deals with adding, deleting, or modifying a position, County Position No. (& State, if applicable) must be referenced.

County Position No. ____

State Position No. ____

APPROVAL	SIGNATURE	DATE
Department Head		
Financial Services		
Human Resources	Required for actions involving Personal Services accounts.	

County Manager	Required for transfers between Personal Services, Operating & Capital accounts.	
Board of Commissioners	Agenda Item No. _____ Reference No. _____	