

**PITT COUNTY BOARD OF COMMISSIONERS
GREENVILLE, NORTH CAROLINA
TUESDAY, JUNE 09, 2009 MINUTES**

Pitt County Board of Commissioners met on Tuesday, June 09, 2009 at 7:00 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
David Hammond, Commissioner
Beth Ward, Commissioner
Eugene James, Commissioner
Tom Johnson, Commissioner
Mark Owens, Jr., Commissioner
Jimmy Garris, Commissioner
Ephraigm Smith, Commissioner

Staff Present:

Scott Elliott, County Manager
Melonie Bryan, Deputy Manager, Chief Financial Officer
Michael Taylor, Deputy Manager, Chief Information Officer
Patricia Staton, Clerk To the Board
Janis Gallagher, County Attorney
Lisa Woodard Overton, Assistant Attorney
Shelley Leach, Budget Analyst
Florida Hardy, Director Human Resources

Call to Order

Meeting Notes

Chairman McLawhorn opened the meeting and welcomed everyone.

Roll Call

Invocation and Pledge

Meeting Notes

Commissioner David Hammond gave the invocation. Commissioner Jimmy Garris led the Pledge of Allegiance.

Approval of Agenda

Meeting Notes

Mr. Elliott stated he has a request to move the appointment of the Register of Deeds before the public hearing on the budget.

Motion:

Approval of agenda as submitted moving the appointment to the Office of the Register of Deeds up on the agenda.

Motion made by Commissioner David Hammond.

Motion seconded by Vice Chairman Kenneth Ross.

Motion Passed Unanimously.

Appointment of Democratic Party Recommendation to fill unexpired term of office of Register of Deed – Scott Elliott

Information Provided with the Agenda

The Pitt County Democratic Party Executive Committee met on June 6, 2009, at 10:00 AM, at Pitt Community for the purpose of nominating a Register of Deeds and other items of business.

The Honorable Judy Tart retired from her position of Register of Deeds effective June 1, 2009. We commend her for her 30 years of service to Pitt County and its citizens.

In accordance with NC General Statute 153A-27.1(a1), the County Commissioners shall appoint a successor to serve for the unexpired term. The commissioners are required to consult the Democratic Executive Committee before filling the vacancy and shall appoint the member recommended by this committee when a recommendation is made within 30 days of the vacancy. In anticipation of this recommendation, it is noted that County Commissioners have scheduled a special setting to act on this appointment and I appreciate that several were present at our Saturday meeting. Thank you for your prompt attention to this issue.

Staff Recommendation

Accept the recommendation from the Pitt County Democratic Party Executive Committee and appoint Deborah Barrington to fill the unexpired term vacated by Judy Tart.

Meeting Notes

Commissioner Owens motioned to appoint Deborah Barrington as Register of Deeds. He commended her for her years of service to the office of the register of deeds.

Motion:

Accept the recommendation from the Pitt County Democratic Party Executive Committee and appoint Deborah Barrington to fill the unexpired term vacated by Judy Tart.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner David Hammond.

Motion Passed Unanimously.

Meeting Notes

Mr. Elliott stated the board would need to set the salary for Deborah Barrington. He said if discussion was needed it would have to be done in closed session. County Attorney Janis Gallagher stated if the board has an amount it would be reported on open session but if the board needs to deliberate in regards to Ms. Barrington's qualifications and competes to set a salary that would be done in closed session. Commissioner Ward asked if the salary could be discussed at the next meeting of the board. Mr. Elliott stated the appointment is effective June 10, 2009. He said the board could consider the salary on June 29, 2009 and make it retroactive to June 10, 2009.

Motion:

Table consideration of salary for Deborah Barrington until June 29, 2009 Board Meeting.

Motion made by Commissioner Jimmy Garris.

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Public Hearings

Presentation

Overview of FY 09-10 Proposed Budget – Scott Elliott

Meeting Notes

Mr. Elliott provided the board with a PowerPoint overview of the FY 09-10 proposed budget.



Priority Areas

- Education / Schools
- Community Safety / Emergency Services
- Health / Welfare
- Economic Development
- Facilities / Space Needs
- Infrastructures
- Recreation & Parks



Budget Highlights

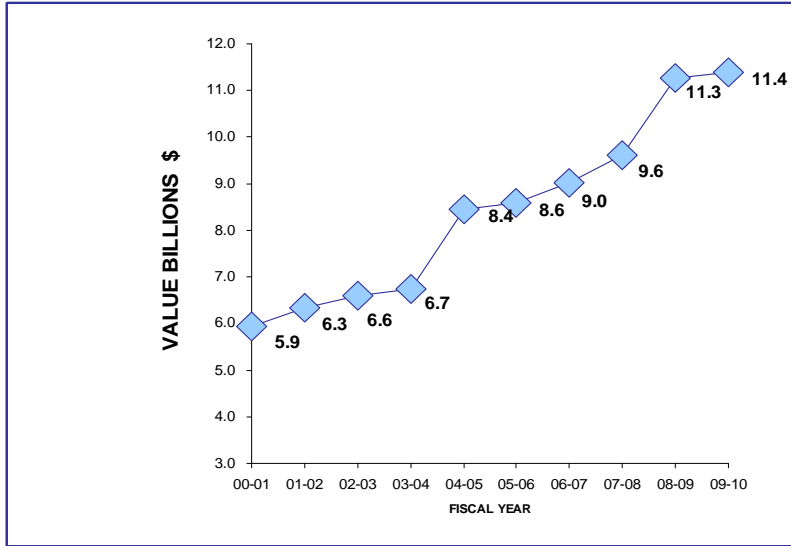
- Includes no tax increase
- Opens the 192-Bed Detention Center Expansion
- Increases education funding (BOE & PCC)
- Maintains constant levels of service to citizens
- Preserves Pitt County Government workforce
 - (no furloughs, RIFs, or major changes to benefits)



Budget Development Considerations

- Recession (Local vs. National Economies)
- Impact of the ARRA – Stimulus Funding
- Impact of FY08-09 Funding Reversions
- Resolution of Dept of Revenue Duplicated Sales Tax Payments - \$1.6m
- Preservation / Long Term Sustainability of Services & Programs
- Commitment to funding Board's Priorities
- Limited expansion items – focus placed on bringing jail expansion on line

Property Valuation for Tax Base

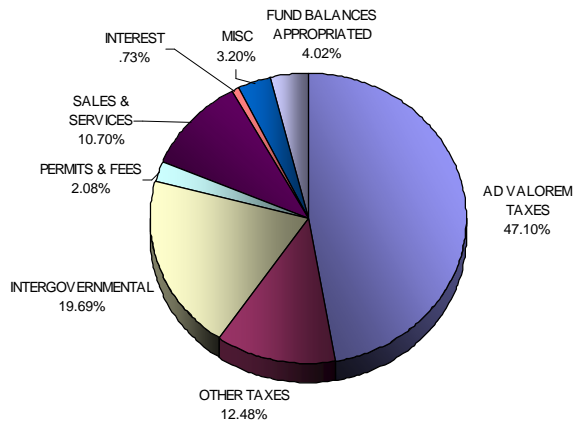


Ad Valorem Tax Rate

- Proposed Rate 66.5¢
per \$100 – No Change
- Distribution
 - .6540 – General Fund
 - .0110 – Industrial Development

*Distribution changed from FY08-09 – 0.0024 allocated to general fund

Revenues



Fee Changes

Environmental Health

Change of use, Flow Increase, or *Repair Area* for Existing Septic System

Current	Proposed
\$125	\$125

(clarification of description only – fee does not change)



Fee Changes

EMS Transport Fees

	Current	Proposed
Basic	\$310	\$330
ALS I	\$365	\$390
ALS II	\$520	\$565

- Recommended Fee changes will bring the County rates in line with the 2009 Medicare reimbursement rates.
- Practice of matching Medicare rate began in FY08-09 as a result of Fitch & Associates consultant report.

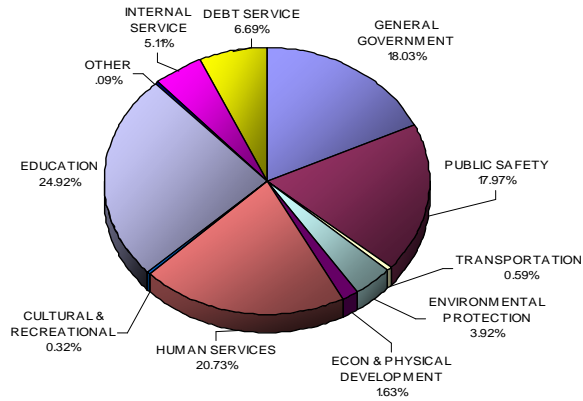


Fee Changes

Solid Waste Tipping Fee

	Current	Proposed
Commercial C&D	\$45	\$40
Residential C&D	\$ 0	\$40

Expenditures



Manager's Recommended Budget

Total Budget	\$206,395,257 (-6.55%)
General Fund	\$108,573,248 (-1.34%)

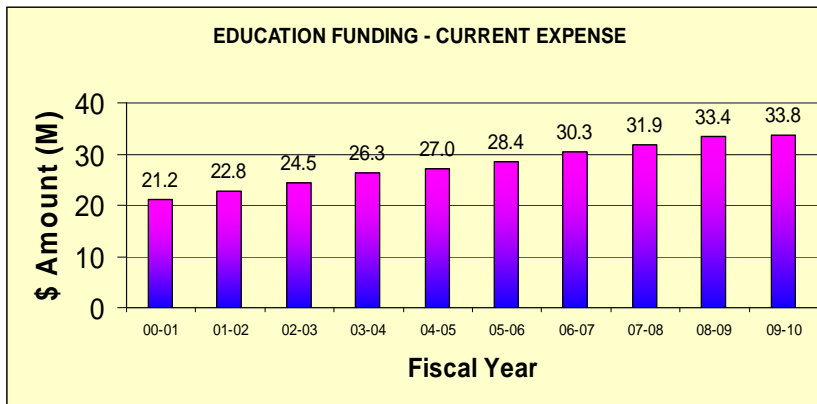
Education – Pitt County Schools

Provides an increase of \$408,360 in current expense funding

\$34,889,841 total

Current Expense	\$33,799,841
Current Expense Rent	\$340,000
Capital I, II, III	\$750,000

Education – Pitt County Schools





Education – Pitt Community College

Provides an increase of \$217,146 in current expense funding

\$4,185,835 total

Current Expense	\$ 4,110,835
Capital Outlay	\$ 75,000



Fire Departments

Only one department is requesting a tax rate change:

Ayden 0.0075-cent decrease
- **Change from .0375 to .0300**

All other squads have requested to hold their tax rates constant.



EMS Fund

- Funds 10 stations using a standardized formula
- Stations have few to no volunteers – paid staff cover the majority of shifts throughout the system
- Includes funds for contingencies and/or grant match opportunities
- Transport rate increases are included to keep County fees current with the Medicare reimbursement rates.



EMS Fund

Proposed Rate 4.4 cents
per \$100 - No Change

Proposed Revenues

○ Ad Valorem Taxes	\$ 2,412,527
○ Transports	\$ 1,750,000
○ PILT / Gen Admin	<u>\$ 400,000</u>
	\$ 4,562,527



Significant Items Funded in this Budget

- Detention Center / Jail Medical
- Education Funding Increases (BOE/PCC)
- Employee Health Insurance



A Look Forward

Fiscal Year 2010-11 and beyond

Expenditures to Consider

- Detention Center (Phase III costs)
- Education Funding
- New facilities – Operating Costs PCC/PCS
- Natural Growth in Operations
 - (ie: fuel, utilities, health care costs)

Revenue Options to Consider

Payoff of final debt payment in FY09-10 and natural growth in tax base will provide some capacity to meet known expenditures – however, the County will still need to consider other cost saving measures or identify additional revenues to cover anticipated needs.



Closing thoughts on the Recommended Budget

- Budget reflects commitment to BOCC priorities
- No expansion of programs or services
 - (other than detention center opening / public safety)
- Few new positions funded beyond those with grant funding or related to detention center expansion
- Less than 1/4 of the fleet vehicles recommended for replacement are included in the budget. Note our fleet is aging and, in many departments, staff “work” from their vehicles.



Closing thoughts on the Recommended Budget

- Recognizes impact of current economic conditions
- Maintains the Health Insurance fund strength with minimal plan changes
- Use of additional fund balance for recurring expenditures can have negative long term impact (bond rating, ability to respond to disasters)
- \$1.1 M fund balance above typical “plug” is dedicated to a final payment of debt

Chairman McLawhorn thanked Mr. Elliott for the PowerPoint presentation. He said it was good for citizens to see before the public hearing on the budget.

Commissioner Hammond asked why Red Oak, Simpson and Staton House Fire District Fund were higher than the Town of Winterville. Mr. Elliott said the Fire district tax is recommended by a three member panel with each of rural fire departments. He said it is based on what is leveraged on the assessed tax value within their individual rural fire districts based on the budget presented to the county.

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

Items for Decision

Consider Adoption of Budget Ordinance

BUDGET ORDINANCE

COUNTY OF PITT, NORTH CAROLINA

BUDGET ORDINANCE

Fiscal Year 2009-10

BE IT ORDAINED by the Board of County Commissioners, County of Pitt, North Carolina:

SECTION I. The following amounts are hereby appropriated for the operation and maintenance of the County's various governmental departments, for the payment of debt service obligations, and for capital outlay purchases during the Fiscal Year beginning July 1, 2009 and ending June 30, 2010:

GENERAL FUND

Governing Board, County Manager, Legal, Animal Control	\$2,082,379
Finance, Tax Administration, Elections	3,821,584
Register of Deeds	813,359
Human Resources, Veteran Services	729,226
Mgmt Information Sys, Geographic Information Sys, Imaging Services/Mail Room, Public Information	2,949,214
Buildings & Grounds, Engineering, Housekeeping	3,201,895
Sheriff, School Security, Detention, Jail Inmate Services, Jail Health Services	26,188,387
Emergency Management, Communications	1,963,808
Other - Environmental Protection, Economic Development, Public Safety, Human Services, Cultural/Recreation, Transportation, Medical Examiner	1,465,517
Inspections, Planning, Planning E911, Permitting Center, Soil & Water Conservation	--
Cooperative Extension, Farmers' Market	1,786,008
Pitt County Schools	399,002
Pitt Community College	34,889,841
Transfers to Other Funds	4,185,835
Non-Departmental, Contingency	22,527,077
	<u>1,570,116</u>

TOTAL \$108,573,248

LAW ENFORCEMENT OFFICERS' PENSION FUND

LEO Pension Operating Expenses \$180,203

HEALTH FUND

Administration	\$2,423,951
Environmental Health	1,366,594
Communicable Disease	1,619,453
Chronic Disease Prevention	411,644
Women's & Children's Health	<u>4,768,570</u>

TOTAL \$10,590,212

SOCIAL SERVICES FUND

Administration	\$2,858,093
Services & Programs	20,079,656
Public Assistance	5,718,686
Child Support	<u>2,401,968</u>
TOTAL	\$31,058,403

COURT FACILITIES FUND

Court Facility Operating Expenses	\$321,252
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MENTAL HEALTH FUND

General Agency	\$760,000
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SCHOOL CAPITAL RESERVE FUND

School Reserve Operating Expenses	\$7,083,917
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ARTICLE 46 SALES TAX RESERVE

Sales Tax Reserve	\$4,530,000
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STATE GRANTS FUND

CJPP Grant	131,976
JCPC Methodist Home Grant	49,420
JCPC Alternative Education Grant	54,092
JCPC Juvenile Restitution Grant	85,700
JCPC Resolve & Mediation Grant	52,494
JCPC Teen Court Grant	72,615
Crisis Intervention Training Grant	70,000
Soil & Water Watershed Grant	<u>51,855</u>
TOTAL	\$568,152

PITT AREA TRANSIT SYSTEM FUND

Pitt Area Transit	\$1,211,232
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INDUSTRIAL DEVELOPMENT COMMISSION FUND

Industrial Development Operating Expenses	\$1,464,026
ECTC Rental Operation	<u>149,618</u>
TOTAL	\$1,613,644

FIRE DISTRICTS FUND**Fire Districts**

Ayden	\$61,026
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Bell Arthur	87,383
Black Jack	61,000
Clarks Neck	26,890
Eastern Pines	309,898
Falkland	94,545
Farmville	38,849
Fountain	21,965
Gardnerville	55,868
Grifton	67,000
Grimesland	56,799
Pactolus	47,104
Red Oak	110,971
Sharp Point	2,848
Simpson	152,800
Staton House	160,402
Stokes	38,387
Winterville	104,090

TOTAL	\$1,497,825
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EMS DISTRICT FUND

Pitt County (less Greenville)	\$4,562,527
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E-911 SURCHARGE FUND

E-911 Operating Expenses	\$908,529
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DEBT SERVICE FUND

Principle and Interest on Debt	\$13,801,503
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SCHOOL CAPITAL PROJECT FUND

Capital Outlay Expenses	\$750,000
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SOLID WASTE & RECYCLING FUND

Solid Waste Operating Expenses	\$7,833,050
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GARAGE FUND

Garage Operating Expenses	\$899,244
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EMPLOYEE MEDICAL INSURANCE FUND

Health Plan Expenses	\$8,336,156
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RETIREE MEDICAL INSURANCE FUND

Health Insurance Administration	\$800,000
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WORKERS' COMPENSATION FUND

Workers' Compensation Operating Expenses	\$516,160
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GRAND TOTAL - ALL FUNDS - EXPENDITURES**\$206,395,257****SECTION II. It is hereby estimated that the following revenues will be available during Fiscal Year 2009-10 to meet the foregoing appropriations:****GENERAL FUND**

Ad Valorem Taxes	\$74,227,355
Other Taxes	16,598,286
Restricted & Unrestricted Revenues	686,760
Permits & Fees	1,799,108
Sales & Services	5,414,927
Investment Earnings	1,200,000
Miscellaneous Revenues	1,922,532
Debt & Non Revenue Receipts	1,100,000
Fund Balance Appropriated	5,624,280

TOTAL	\$108,573,248
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LAW ENFORCEMENT OFFICERS' PENSION FUND

Transfer from General Fund	\$180,203
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HEALTH FUND

Restricted & Unrestricted Revenues	\$5,469,949
Fund Balance Appropriated	1,016,772
Transfer from General Fund	4,103,491

TOTAL	\$10,590,212
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SOCIAL SERVICES FUND

Restricted & Unrestricted Revenues	\$21,878,985
Transfer from General Fund	9,179,418

TOTAL	\$31,058,403
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COURT FACILITIES FUND

Facilities Fees	\$321,252
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MENTAL HEALTH FUND

Fund Balance Appropriated	\$40,000
Transfer from General Fund	600,000
Other	120,000

TOTAL	\$760,000
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SCHOOL CAPITAL RESERVE FUND

Local Option Sales Tax	\$5,900,000
State Public School Building Capital Funds	1,183,917
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TOTAL	\$7,083,917

ARTICLE 46 SALES TAX RESERVE

Sales Tax Reserve	\$4,500,000
Investment Earnings	30,000
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TOTAL	\$4,530,000

STATE GRANT FUNDS

CJPP Grant	\$131,976
JCPC Methodist Home Grant	49,420
JCPC Alternative Education Grant	54,092
JCPC Juvenile Restitution Grant	85,700
JCPC Resolve & Mediation Grant	52,494
JCPC Teen Court Grant	72,615
Crisis Intervention Training Grant	70,000
Soil & Water Watershed Grant	51,855
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TOTAL	\$568,152

PITT AREA TRANSIT SYSTEM FUND

Pitt Area Transit	\$1,211,232
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INDUSTRIAL DEVELOPMENT COMMISSION FUND

Ad Valorem Taxes	\$1,449,387
Restricted Intergovernmental Revenues	75,000
Rental Income	89,257
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TOTAL	\$1,613,644

FIRE DISTRICTS FUND

Ad Valorem Taxes	\$1,497,825
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EMS DISTRICT FUND

Ad Valorem Taxes	\$2,412,527
Sales & Services	2,150,000
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TOTAL	\$4,562,527

E-911 SURCHARGE FUND

911 User Fees	\$800,000
Investment Earnings	5,000
Fund Balance Appropriated	103,529
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TOTAL		\$908,529
DEBT SERVICE FUND		
Transfer from General Fund		\$7,123,606
Transfer from School Capital Reserve		6,333,917
Other Transfers		107,685
Miscellaneous		236,295
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TOTAL		\$13,801,503
SCHOOL CAPITAL PROJECT FUND		
Transfer from School Reserves		\$750,000
SOLID WASTE & RECYCLING FUND		
Fees & Charges		\$7,347,850
Other Revenues		485,200
Investment Earnings		0
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TOTAL		\$7,833,050
GARAGE FUND		
User Charges		\$899,244
EMPLOYEE MEDICAL INSURANCE FUND		
User Charges		\$675,400
Interest		2,000
Transfer from General Fund		7,658,756
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TOTAL		\$8,336,156
EMPLOYEE MEDICAL INSURANCE FUND		
Transfer from General Fund		\$800,000
WORKERS' COMPENSATION FUND		
Transfer from General Fund		\$495,000
Transfer from Solid Waste & Recycling Fund		10,000
Transfer from Pitt Area Transit		11,160
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TOTAL		\$516,160
GRAND TOTAL - ALL FUNDS - APPROPRIATIONS		\$206,395,257

SECTION III. The following tax rates, based upon collections of 95.5%, are hereby levied for the Fire and EMS Districts for Fiscal Year 2009-10:

Fire Districts	Tax	Estimated Valuation
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	Rate		
Ayden	\$0.0300	\$231,757,877	\$61,026
Bell Arthur	\$0.0500	\$195,615,483	\$87,383
Black Jack	\$0.0540	\$124,936,944	\$61,000
Clark's Neck	\$0.0450	\$56,064,036	\$26,890
Eastern Pines	\$0.0500	\$687,138,408	\$309,898
Falkland	\$0.0600	\$168,863,124	\$94,545
Farmville	\$0.0360	\$114,972,910	\$38,849
Fountain	\$0.0500	\$45,817,885	\$21,965
Gardnerville	\$0.0750	\$80,890,444	\$55,868
Grifton	\$0.0499	\$127,825,393	\$67,000
Grimesland	\$0.0650	\$96,207,889	\$56,799
Pactolus	\$0.0425	\$116,055,946	\$47,104
Red Oak	\$0.0700	\$169,358,483	\$110,971
Sharp Point	\$0.0600	\$5,008,542	\$2,848
Simpson	\$0.0500	\$351,413,830	\$152,800
Staton House	\$0.0190	\$883,824,659	\$160,402
Stokes	\$0.0500	\$77,467,855	\$38,387
Winterville	\$0.0250	\$435,979,761	\$104,090
			\$1,497,825
Total Fire Districts			
EMS District			
Pitt County (less Greenville)	\$0.044	\$5,651,979,058	\$2,362,527

SECTION IV. The County Manager and/or Deputy County Manager - Financial Services are hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- a. The Deputy County Manager - Financial Services or designee may transfer amounts between objects of expenditure within a department.
- b. The County Manager may transfer amounts less than \$20,000 between departments within a fund upon finding they are consistent with operational needs.
- c. The funding for merit (step) increases, reclassifications, and cost of living allowances may be moved from the budgeted reserve with the approval of the Deputy County Manager - Financial Services.
- d. No revenues may be increased, no funds may be moved from the Contingency account, and no transfers between funds may be processed unless formal action is taken by the Board of Commissioners.
- e. Upon notification of funding decreases from state, federal or grant sources, budgets may be adjusted to match with the approval of the County Manager or Deputy County Manager - Financial Services. Board of Commissioners' action will not be required unless staffing is affected.

SECTION V. The County Manager is hereby authorized to execute new contracts, service agreements, and change orders valued \$75,000 or less on behalf of the County and its operating departments, including the Industrial Development Commission, provided that sufficient funding is available and the action is consistent with County policy. Actions between \$50,000 and \$75,000 will be reported back to the Board. Additionally, renewal contracts already budgeted and accounted for as a part of the annual budget process may be signed regardless of the amount.

SECTION VI. County Commissioners are to be compensated at a rate of \$940 per month for regular service. Additionally, County Commissioners are compensated to cover mileage and expenses incurred in their service to Pitt County in the amount of \$200 per month for regular members, \$300 for the Vice Chair, and \$400 for the Chair.

SECTION VII. Changes to Pitt County fees and charges as presented in Budget Workshops will be effective July 1, 2009, and incorporated into the Pitt County Manual of Fees.

SECTION VIII. The Board of County Commissioners hereby levies a tax rate of sixty-five and four tenths of a cent (.6540) per one hundred dollars (\$100.00) of valuation on property for the County General Fund, and one and ten hundredths of a cent (.0110) per one hundred dollars (\$100.00) of valuation on property listed for taxes for the Industrial Development Commission Fund for a total levy of sixty-six and one-half of a cent (.6650) per one hundred dollars (\$100.00) of valuation for current year's property tax.

The tax rate is based upon an estimated total valuation of property for the purpose of taxation at \$11,374,766,971 and an estimated collection rate of 96.5%.

SECTION XI. The Board of County Commissioners hereby levies a per household assessment fee on solid waste disposal in the amount of \$71 per household and \$40 per ton for construction and demolition waste tipping fees, and authorizes the assessment amount to be printed on the Pitt County Property Tax statement. The assessment is authorized to be collected in the same manner as property tax.

SECTION XII. The Board of County Commissioners hereby authorizes the Pitt County Tax Collector to collect taxes for the City of Greenville, the Towns of Falkland, Grimesland, Bethel, and the Village of Simpson in compliance with the contracts adopted by the governing boards. The County will also be collecting vehicle taxes and gross receipts taxes for the Towns of Ayden, Farmville, and Grifton in compliance with G.S. 105-330 and G.S. 105-275(42). The County also collects vehicle taxes for the Towns of Fountain and Winterville in compliance with G.S. 105-330. A charge of 1-1/2% of all taxes collected for the units of government will be payable to Pitt County for said collection services.

Adopted this 9th day of June, 2009.

Melvin C. McLawhorn, Chairman
Pitt County Board of Commissioners

(SEAL)

Patricia A. Staton, Clerk
Pitt County Board of Commissioners

**Motion:
Adopt Fiscal Year 2009-2010 Budget as submitted.
Motion made by Vice Chairman Kenneth Ross.**

Motion seconded by Commissioner Beth Ward.

Motion Passed Unanimously.

Commissioners' Comments

Meeting Notes

Commissioner Smith spoke about citizens not speaking on the budget. He stated the budget must be a good one with no input from the public. Commissioner Smith stated Mr. Elliott has done a good job with no tax increase with the times we are living in now.

Commissioner Johnson recognized Patricia Staton, Clerk to the Board, on celebrating her birthday. He stated Commissioner Smith had sent the Clerk a fruit basket from the board.

Commissioner Garris said Mr. Elliott, Ms. Bryan and staff have done a good job putting the budget together this year and allocating the costs in a very difficult environment. He said he appreciated all the hard work and it made the work the board had to do much simpler.

Vice Chairman Ross thanked Mr. Elliott and staff for the work on the budget. He spoke about keeping an eye on the expenditures so the county does not have to pay back any money.

Commissioner Ward said Mr. Elliott and Ms. Bryan have done a good job on the budget.

Commissioner James said the \$13 million debt service is a big concern for him. He said the \$13 million could build a school. He said the more money that is borrowed the more money is owed and the more interest has to be paid.

Commissioner Hammond thanked the Mr. Elliott and staff for preparation of the budget.

Chairman McLawhorn spoke about appreciating the confidence the citizens have shown in the Board of Commissioners. He thanked Mr. Elliott and staff for all that has been done to prepare the budget.

Mr. Elliott thanked Ms. Bryan and staff, as well as well as all the department heads, for all their work and time on the budget.

Motion:

Adjourn meeting at 7:39pm.

Motion made by Commissioner Mark Owens, Jr.

Motion seconded by Commissioner Eugene James.

Motion Passed Unanimously.

Respectfully Submitted,

Patricia A. Staton
Clerk to the Board