

PASQUOTANK COUNTY, NORTH CAROLINA
May 10, 2016

The Pasquotank County Board of Commissioners met today in a budget work session on Tuesday, May 10, 2016 in the Community Room at the W.C. Witherspoon Memorial Library.

MEMBERS PRESENT: Joseph S. Winslow, Jr., Chairman
Cecil Perry, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
Dr. William R. Sterritt
Frankie Meads
Bettie Parker

MEMBERS ABSENT: None

OTHERS PRESENT: Rodney Bunch, County Manager
R. Michael Cox, County Attorney
Sheri Small, Finance Officer
Hartley Askew, Assistant Clerk to the Board

The work session was called to order at 9:00 AM by Chairman Joe Winslow. He welcomed everyone present.

1. BUDGET WORK SESSION:

Chairman Winslow called on Sheri Small to begin the budget work session. Ms. Small began by reviewing a spread sheet showing the 2015-16 approved budgets for each department, 2016-17 requested budgets, and the proposed budget recommendations by the County Manager and Finance Officer. Ms. Small noted that the Public Schools and COA proposed budgets were flat. The Board needs to provide direction for these budgets. Ms. Small said decisions need to be made for Special Appropriations.

Commissioner Dixon asked why all of the Special Appropriations are down except for the Nutrition Program. Ms. Small answered that some of the Special Appropriations do not show a difference yet because a budget hasn't been decided.

Commissioner Griffin asked what amount we were short in the budget as it stands. Ms. Small said we are short \$89,773, without adding the Special Appropriations.

Commissioner Griffin asked if the flat budget includes the \$500 increase for employees. Ms. Small said it does.

The Board requested Ms. Small present everything that can be financed together such as patrol vehicles and fire trucks. Ms. Small said she will, but first she needs direction for the Public Schools and COA, so she knows what money she is working with.

Ms. Small stated there is a large increase for the Economic Development budget because there is an incentive grant for Thompson Thrift that kicks in this year.

The Board requested staff to show a further break down of the school's budget request. Mr. Bunch said he will coordinate with the School Superintendent to have a document for the next budget work session.

Commissioner Sterritt asked if we have received a request from the Community Relations Commission, and Ms. Small said no. Commissioner Sterritt does not believe they would need funding unless they support the Leadership Academy proposed by Dr. Peel. Commissioner Sterritt asked what Elizabeth City Downtown is requesting. Ms. Small said they are requesting a \$500 increase, which would bring it to \$3,000. The Board supported funding \$2,500 for Elizabeth City Downtown.

Ms. Small stated that Albemarle Hopeline is requesting \$12,000; The Board approved \$10,000. The Albemarle Commission dues increased by \$1,238, which the Board approved. Kid's First

requested \$30,000; the Board approved \$24,000. River City CDC requested \$5,000; the Board approved \$2,500. Veteran's Service Officer increased to \$2,000, half of this is reimbursed. Airport taxes-City reduced due to sell of DRS. All other Special Appropriations remained flat.

Commissioner Sterritt asked to look at Animal Control's budget request. Ms. Small said they are requesting \$10,000 more than the previous year, and staff suggests flat funding. Commissioner Sterritt asked what the reasoning for this was. Mr. Bunch said we are trying to balance the budget, and there is a huge difference between our revenues and expenditures. Commissioner Griffin proposed a \$5,000 increase for Animal Control. The Board agreed to revisit the request.

Chairman Winslow asked what the life expectancy of the Pasquotank High School Chiller currently is and how much longer it is expected to last. Ms. Small said it is about 15 years old. Chairman Winslow asked if it is critical to be replaced this year. Ms. Small and Mr. Bunch said it is their understanding that the chiller could go out at anytime.

After much discussion, the Board agreed that staff should investigate options for borrowing money for Roof Replacement-JCS - \$451,772, Dehumidifier System-RRMS - \$960,600, Design-NHS Phase VI - \$51,000, Roof Replacement-NHS Phase VI - \$596,000, Design-SHES-Roof Repair - \$30,000, Roof Replacement-SHES - 292,000, Design-Chiller-Pasquotank High - \$50,000, and the Chiller-Pasquotank High - \$500,000.

The Board also decided to possibly fund two of the painting projects, Replace Telephone System - \$50,000 and Media Technology Upgrades - \$60,000. The Board instructed staff to get a further breakdown for the Telephone System Replacement and the Media Technology Upgrades requested for the Public Schools' budget.

For COA's request, the Board proposed to fund the Roof Replacement/Repair - \$250,000, Chiller Repair - \$85,000, Wetlands Trail-Boardwalk Repair - \$6,000, and Removal of Covered Walkway A-B Bldg - \$20,000.

The Board requested Mr. Bunch to have the new Maintenance Superintendent look into implementing a roof inspection schedule for County owned buildings.

The Board reviewed the proposed budgets for the Elections Board, Public Buildings, Health & Social Services Building, Non-Departmental, and Economic Development.

The Board briefly discussed the VIPER project.

Chairman Winslow asked if there was any further business to come before the Board. There being no further business, he asked for a motion to adjourn the meeting.

Motion was made by Cecil Perry, seconded by Bettie Parker to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 11:00 AM.

The next budget work session will be held on Monday, May 16, 2016 at 2:00 PM.

CHAIRMAN

ASSISTANT CLERK TO THE BOARD