

**COUNTY OF CARTERET
BOARD OF COMMISSIONERS
REGULAR SESSION – 6:00 P.M.
COMMISSIONERS' BOARDROOM
JANUARY 27, 2020**

The Honorable Carteret County Board of Commissioners sat in regular session on Monday, January 27, 2020 at 6:00 p.m. Present were: Chairman Bill Smith, Commissioners Robin Comer, Bob Cavanaugh, Jimmy Farrington, Mark Mansfield, Jonathan Robinson, and Ed Wheatly.

I. MEETING CALLED TO ORDER/PLEDGE OF ALLEGIANCE/INVOCATION

Chairman Smith called the meeting to order. Reverend Lee of St. Paul's Episcopal Church provided the invocation. All present recited the Pledge of Allegiance.

II. CONFLICT OF INTEREST/CELL PHONE STATEMENT

Chairman Smith called for any conflicts of interest by the Board and asked that all cell phones be turned off.

III. ADOPTION OF THE AGENDA

Chairman Smith shared that there were changes to the Consent Agenda: Item #14 – Add, *Approval of Resolution Ordering the Tax Administrator to Advertise Tax Liens*; Item #15 – *Approval to Apply for a \$15,000 Grant to the Carteret-Craven Electric Foundation*; Item #16 - *Approval to Accept the Bid from Carteret Marine Construction in the Amount of \$91,922 for the Replacement of the Straits Fishing Pier, and Authority for the County Manager to Execute the Contract and Approval of the Corresponding Budget Amendment*; #17 – *Approval to Accept the Bid from L.A. Downey & Son, Inc. in the Amount of \$94,041 for the Repairs to the Exterior of the County Administration Building, Authority for the County Manager to Execute the Contract, and Approval of the Corresponding Budget Amendment*.

Motion: Commissioner Comer made a motion to approve the Agenda as amended, seconded by Commissioner Cavanaugh. **Motion carried unanimously.**

The agenda was as follows:

**CARTERET COUNTY
BOARD OF COMMISSIONERS
REGULAR SESSION
COMMISSIONERS' BOARDROOM
JANUARY 27, 2020
6:00 P.M.**

- I. Meeting Called to Order/Pledge of Allegiance/Invocation
- II. Conflict of Interest/Cell Phone Statement
- III. Adoption of the Agenda
- IV. Consent Agenda
 1. Approval of December 16, 2019 Minutes
 2. Tax Releases and Refunds
 - a. Tax Releases Under \$100
 - b. Tax Releases Over \$100
 - c. Tax Refunds Under \$100
 - d. Tax Refunds Over \$100
 - e. Tax Collector's Monthly Report
 - f. NCVTS Motor Vehicle Refund Report
 3. Approval of Position Reclassification for the Senior Center
 4. Approval to Accept Grant Funding: Brandt Animal Foundation for Spay-Neuter Funding in Carteret County & Approval of Corresponding \$5,000 Budget Amendment
 5. Approval of Memorandum of Understanding with Emerald Isle for Collection of 2020 Ad Valorem Taxes
 6. Acknowledgment of Receipt & Review of Documents in Support of Coastal Community Action's Community Services Block Grant ("CSBG") for 2020-21
 7. Approval of School Capital Funds Budget Amendment For Replacement of the Chiller at Atlantic Elementary: \$119,900
 8. Approval of NCDOT Request in Support of the Addition of Neuse Drive in the Sportsman Village Subdivision to the Secondary Road System
 9. Approval to Award Jail Food Services Contract to Trinity Services Group
 10. Acceptance of the Donation of Real Property at Harkers Island
 11. Approval of Proclamation in Support of National Radon Action Month
 12. Approval of Fiscal Year 2020-21 Budget Calendar
 13. Approval of a USDA Emergency Watershed Protection Grant and Authorization for the Chairman to Execute The Notice of Grant & Agreement Award
 14. Approval of the Resolution Ordering the Tax Administrator to Advertise Tax Liens *(item added as amended)*
 15. Approval to Apply for a \$15,000 Grant to the Carteret-Craven Electric Foundation *(item added as amended)*
 16. Approval to Accept the Bid from Carteret Marine Construction in the Amount of \$91,922 for the Replacement of the Straits Fishing Pier and the Authority for the County Manager to Execute the Contract & Approval of Corresponding Budget Amendment *(item added as amended)*
 17. Approval to Accept the Bid from L.A. Downey and Son, Inc. for \$94,041 for the Repairs to the Exterior of the County

Chairman
Chairman
Board
Board

**Administrative Building & Approval of the Corresponding
Budget Amount *(item added as amended)***

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|--|-------------------|
| V. Public Comment | |
| VI. Update on the Carteret County Gold Star Families Memorial | Maria Myers |
| VII. FY2019 Annual Audit Presentation | Robbie Bitner |
| VIII. Public Hearing – Road Name Change – Change Hilan Terrace Lane to Highland Terrace | Maureen Dougherty |
| IX. Continued Discussion/Financial Implications: South River Fire & EMS | Stephen Rea |
| X. Update on the 2020 Property Reappraisal | Sarah Davis |
| XI. Manager's Report | Tommy Burns |
| XII. Appointments | Board |
| • Beaufort Board of Adjustment (County ETJ) | |
| • Beaufort Planning Board (County ETJ) | |
| • Carteret County Beach Commission | |
| • Carteret County Planning Commission | |
| • Nursing Home Advisory Committee | |
| • Peer Recovery Center | |
| • Senior Center Advisory Board | |
| • Zoning Board of Adjustments | |
| XIII. Commissioners' Comments | |
| XIV. Closed Session Pursuant to N.C.G.S. 143-318.11 for the Permitted Purpose of Discussing (a) (1) Confidential Information (Approval of the October 21, 2019 & October 24, 2019 Closed Session Minutes), and (a) (5) Contract Negotiations | |
| XV. Adjournment | |

IV. CONSENT AGENDA

Motion: Commissioner Cavanaugh made a motion to approve the Consent Agenda as amended; seconded by Commissioner Farrington. **Motion carried unanimously.**

The Consent Agenda was as follows:

- IV. Consent Agenda
1. Approval of December 16, 2019 Minutes
 2. Tax Releases/Refunds/Collector's Report
 - a. Tax Releases Under \$100

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RELEASE LESS THAN 100.00

PAGE 1

Year	Roll Typ	Taxbill Number	Parc Roll	Name Id Number	Name	Total Adjustment
2011	R	330165	R	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	10.00
2013	R	563888	P	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	13.43
2013	R	563888	R	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	15.00
2014	R	621976	P	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	13.73
2014	R	621976	R	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	15.00
2015	R	621976	P	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	8.63
2015	R	621976	R	9686	ARTHUR E ETUX CAROL JENKINS SWANSBORO	15.00
2016	R	125324	P	9686	ARTHUR E ETUX CAROL JENKINS PELETIER	8.84
2016	R	125324	R	9686	ARTHUR E ETUX CAROL JENKINS PELETIER	15.00
2017	P	121970	P	483314	STEVEN ROBERT MASSITA	44.98
2017	R	242272	P	9686	ARTHUR E ETUX CAROL JENKINS PELETIER	8.85
2017	R	242272	R	9686	ARTHUR E ETUX CAROL JENKINS PELETIER	15.00
2018	P	201685	P	459928	ASHTON RICH PITTMAN BEAUFORT	49.44
2018	P	208682	P	525623	BRIAN CAMMACK	49.45
2018	P	209554	P	483314	STEVEN ROBERT MASSITA	43.06
2018	P	211928	P	528924	JOSEPH D ETUX GEORGENE CAPPS	16.43
2018	R	419530	P	9686	ARTHUR E ETUX CAROL JENKINS PELETIER	9.67
2018	R	419530	R	9686	ARTHUR E ETUX CAROL JENKINS PELETIER	15.00
FINAL TOTALS						
TOTAL						366.51

*** END OF REPORT ***

b. Tax Releases Over \$100

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RELEASE OVER 100.00

PAGE 1

Name Id Number	Name	Total Adjustment	Comment
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No records in query report.

*** END OF REPORT ***

c. Tax Refunds Under \$100

01/06/20 12:26:26

Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St	Zip Code	TransNo	Reference
Refund						
BELL, MARY GRADY ETAL	KOONCE 2316 BYRD STREET	RALEIGH	NC	276081412	2246522	2019 R 6375.14.42.4577000
	OVERPAYMENT MASSPAY					
BRADFORD H PINER CPA	304 LIVE OAK ST PO BOX 750	BEAUFORT	NC	28516	2244500	2019 R 7305.08.98.2306000
	OVERPAYMENT CHECK 5972					
BROOKS, CHARLES MALCOLM	122 HUNTLEY RD	HARKERS ISLAND	NC	28531	0	2019 P0032309
	ALREADY PD/STURGIS					
CAPPS, JOSEPH D ETUX	GEORGENE 2567-A PROGRESSIVE CHURCH RD	PRINCETON	NC	27569	2235872	2019 P 0049485
	CAMPER IS LICENSED					
CAPPS, JOSEPH D ETUX	GEORGENE 2567-A PROGRESSIVE CHURCH RD	PRINCETON	NC	27569	2235873	2018 P 0049485
	CAMPER IS LICENSED					
CAPPS, JOSEPH D ETUX	GEORGENE 2567-A PROGRESSIVE CHURCH RD	PRINCETON	NC	27569	2235874	2017 P 0049485
	CAMPER IS LICENSE					
CAROLINA HEADBOATS INC	PO BOX 1663	MOREHEAD CITY	NC	28557	2243386	2019 R 6386.20.71.8001000
	OVERPAYMENT CHECK 10326					
CHOATE, RONALD C	7318 SOUND DRIVE	EMERALD ISLE	NC	28594	2235846	2019 R 5394.18.31.9695000
	OVERPAYMENT CHECK # 283					
CONCHS POINT I LLC	PO BOX 1079	MOREHEAD CITY	NC	28557	2236924	2019 R 6386.13.02.5538000
	OVERPYMT CK 2643					
CONSULTATIO, DRAGONFLY PARASA	PO BOX 5323	EMERALD ISLE	NC	28594	2238019	2019 P 0050572
	TAXES PAID IN ANOTHER STATE					
DAVIS, CHARLES R ETUX	NELL TR 227 CONTINENTAL DR	DURHAM	NC	27712	2238894	2019 R 6375.16.84.4789000
	OVERPAYMENT CHECK 4776					
DAVIS, NANETTE R	401 YANCY COURT	CHESAPEAKE	VA	23322	2239996	2019 R 7347.03.34.8622000
	OVERPYMT CK 4919					
FIRST THIRD DEVELOPMENT LLC	514 DANIELS STREET	RALEIGH	NC	276051317	2233883	2019 R 6386.19.52.4047000
	OVERPYMT CK 880229					
FISHER, MICHAEL E ETUX	PATRIC PO BOX 3577	NEW BERN	NC	28564	2235850	2019 R 6395.17.02.7145415
	OVERPAYMENT MASSPAY					
GILLIKIN, RITA ANN	548 CROW HILL ROAD	BEAUFORT	NC	28516	2236104	2019 R 7327.04.93.7911000
	OVERPAYMENT CHECK 504					
HANCOCK & GRANDSON INC	971 HARKERS ISLAND RD	BEAUFORT	NC	28516	2231923	2019 R 7336.01.39.5161000
	OVERPAYMENT CHECK 12723					
HARDY, LEM B	121 HARDY LN	BEAUFORT	NC	28516	2232749	2019 R 7424.01.29.0636000
	OVERPAYMENT CHECK 12387					
HIMES, RANDY LEE ETUX ETAL	129 ROLLING HILL DRIVE	SWANSBORO	NC	28584	2239003	2019 R 5376.01.05.6044000
	OVERPAYMENT CHECK 2560437525					

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Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St	Zip Code	TransNo	Reference
	Refund					
HOLM,ANNA-MARIA B	2103 JOSLYN DRIVE OVERPAYMENT CHECK 728 7.24	MOREHEAD CITY	NC	28557	2237661	2019 R 6387.13.13.7931000
JENKINS,ARTHUR E	ETUX CAROL 4104 ABERDEEN DR 28.43 MH RELEASED	DURHAM	NC	27704	2237995	2013 R 5375.12.96.0463000
JENKINS,ARTHUR E	ETUX CAROL 4104 ABERDEEN DR 28.73 MH ADJUSTMENT	DURHAM	NC	27704	2238008	2014 R 5375.12.96.0463000
JENKINS,ARTHUR E	ETUX CAROL 4104 ABERDEEN DR 23.63 MH ADJUSTMENT	DURHAM	NC	27704	2238010	2015 R 5375.12.96.0463000
JENKINS,ARTHUR E	ETUX CAROL 4104 ABERDEEN DR 23.84 MH ADJUSTMENT	DURHAM	NC	27704	2238011	2016 R 5375.12.96.0463000
JENKINS,ARTHUR E	ETUX CAROL 4104 ABERDEEN DR 23.85 MH ADJUSTMENT	DURHAM	NC	27704	2238014	2017 R 5375.12.96.0463000
JENKINS,ARTHUR E	ETUX CAROL 4104 ABERDEEN DR 24.57 MH ADJUSTMENT	DURHAM	NC	27704	2238015	2018 R 5375.12.96.0463000
JIM & EM PROPERTIES LLC	5113-D HWY 70 W OVERPAYMENT CHECK 1966 40.00	MOREHEAD CITY	NC	28557	2239134	2019 R 6386.13.14.2727000
JOHNSON,EDNA DAVIS	PO BOX 392 OVERPAYMENT CHEK # 0047198353 10.00	MOREHEAD CITY	NC	28557	2246525	2019 R 6386.05.08.7764000
JONES,JAMES CARROLL	PO BOX 393 OVERPYMT CK 333270 61.84	WINTERVILLE	NC	28590	2235990	2019 P 0038526
KING,ROBERT STEPHEN	247 DIAMOND CITY DR OVERPAYMENT MASSPAY 8.00	HARKERS ISLAND	NC	28531	2234841	2019 P 0035131
KLEDARAS,HARRY G	ETUX LINDA 1104 BENTHAM DR OVERPAYMENT MASSPAY 3.00	RALEIGH	NC	27614	2233558	2019 R 6366.19.52.4338000
KRUMM,WILLIAM L	1401 AUMAN ROAD OVERPAYMENT CHECK 362665 98.78	RALEIGH	NC	27603	2238925	2019 R 6395.00.78.3999B14
LANCASTER,J STEVEN	ETUX GAIL 4021 NC HWY 111 N OVERPAYMENT MASSPAY/BURNT 68.03	PIKEVILLE	NC	27863	2246517	2019 R 7335.14.32.3919000
LONG,ROBERT L	5612 CREEK FALL LANE OVERPAYMENT CHECK # 0090072329 17.00	FUQUAY VARINA	NC	27526	2246551	2019 R 5393.06.28.9802000
MIDGETT,ABRAHAM L JR	ETUX VI 3303 MANDY LANE OVERPYMT CK 2461 81.87	MOREHEAD CITY	NC	28557	2231265	2019 R 6376.11.66.2246000
MORITZ,TRAVIS R	ETUX ALISON 411 HOLLY ST OVERPAYMENT CHECK 3106 4.36	EMERALD ISLE	NC	28594	2235039	2019 R 5393.05.09.9968000
NELSON,DIANE M	726 BALCOMBE RD OVERPAYMENT CHECK 6023 2.02	ROCKY POINT	NC	28457	2244910	2019 R 7317.03.03.9825000

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Refunds to be Issued by Finance Office - \$100.00 and Under

Remit To:	Address	City	St	Zip Code	TransNo	Reference
	Refund					
O'BRIEN,THOMAS F	ETUX LAURA PO BOX 335 OVERPAYMENT CHEK # 0000986515 1.20	SNOW HILL	NC	28580	2235886	2019 R 6376.17.11.6810000
PARRISH,MARK L	ETUX MARIA 214 YAUPON DR OVERPAYMENT MASSPAY 85.85	CAPE CARTERET	NC	28584	2242637	2019 R 5384.10.26.7044000
PEEL,KEVIN	ETUX SHERRY 316 JOSEY ROAD OVERPAYMENT STURGIS 48.41	STATESVILLE	NC	28624	2238210	2019 R 7425.00.15.1256000
PELOFFY DEBRA A	114 FAIRWAY DR E OVERPAYMENT CHECK 0000001090 8.00	MOREHEAD CITY	NC	28557	2233828	2019 R 6348.18.20.9095000
PIKE,MARK WILLIAM	2006 GALAX DR OVERPAYMENT MASSPAY 5.00	FAYETTEVILLE	NC	28304	2242613	2019 P 0035744
PITTMAN,KENNETH RAY	314 ROYAL ROAD OVERPAYMENT MASSPAY 2.00	BEAUFORT	NC	28516	2242583	2019 R 7403.00.94.4776000
FREDDY,HARRY L	ETUX VALERIA 109 DASHER DR OVERPAYMENT CHEK #391397 1.32	BEAUFORT	NC	28516	2244548	2019 R 6397.02.98.0364000
SCOGGIN,WILLIAM G	ETUX GAIL 3319 MILTON ROAD OVERPAYMENT PAYARGO 61.09	RALEIGH	NC	27609	2232657	2019 R 6385.09.05.8510000
SHEW,HEATHER P	139 SUNSET DR WRONG DISTRICT 32.73	CEDAR POINT	NC	28584	2238018	2019 P 0021559
SKINNER,MARIE Q	PO BOX 778 ALREADY PD/CORELOGIC 68.24	NEWPORT	NC	28570	0	2019 R 638801075084000
SOUTH CAROLINA TELECOMM.	GRO 1500 HAMPTON ST OVERPYMT CK 70027748 5.35	COLUMBIA	SC	29201	2233819	2019 U 9000.00.00.0402000
WAINWRIGHT,WILLIAM K	ETUX 2910 MANDY LN OVERPAYMENT CHECK 45203 10.02	MOREHEAD CITY	NC	28557	2232702	2019 R 6376.12.86.4438000
WEINHOLD,FELIX W	ETUX SARAH 802 SOUNDVIEW AVE OVERPAYMENT PAYARGO 6.01	NEWPORT	NC	28570	2232281	2019 R 6346.03.34.7293000
WICKER,BOBBY LEON	8513 DOGWOOD CIR ALREADY PAID 11.69	EMERALD ISLE	NC	28594	0	2019 P 0532147
WILLIFORD,CHARLES RICHARD	10110 COAST GUARD ROAD OVERPYMT CK 2234 37.62	EMERALD ISLE	NC	28594	2242846	2019 R 5395.04.63.1668000
ZADO,LARRY R	ETUX LYDIA 20 DOLPHIN BAY OVERPAYMENT CK # 0000995287 51.25	CEDAR POINT	NC	28584	2246511	2019 R 5374.13.13.1271000

FINAL TOTALS
TOTAL 1,500.12

*** END OF REPORT ***

d. Tax Refunds Over \$100

01/01/20 00:30:00		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
ALFORD, JERRY W ETUX	KIMBERLY 1,072.28	1115 E HARDCRABBLE DR ALREADY PAID	HILLSBOROUGH	NC	27278	2019 R 632413142944000
ALLEN, CHESTER F ETUX	MARY A 472.29	816 LAKESHORE DRIVE LAND VALUE ADJUSTMENT	RALEIGH	NC	27609	2019 R 6375.11.76.3191
BARNES, GEORGE THOMAS JR	210.30	908 VANCE STREET ALREADY PAID	RALEIGH	NC	27608	2019 R 638513232797000
BELL, TOMMY L ETUX	MARIE J 2,352.30	102 TAMMY BAIGE COURT ALREADY PAID/CORELOGIC	CEDAR POINT	NC	28584	2019 R 6356.14.32.0858
BESEN, MARK B	286.25	PO BOX 381 PD/SECU	ATLANTIC BEACH	NC	28512	2019 R 634407792569024
BETTY ANN LILLY	167.75	915 OXFORD DRIVE OVERPAYMENT CHECK 1892	MOREHEAD CITY	NC	28557	2019 R 6377.01.46.5753
BIBBINS, REGINALD B JR	165.00	ETUX F 111 ANGLERS WAY S/W ADJUSTMENT	BEAUFORT	NC	28516	2019 R 6398.02.89.2988
BLUE TREASURE LLC	311.25	PO BOX 3557 OVERPAYMENT CHECK 2737	CARY	NC	27519	2019 R 7315.05.09.0607
BLUE TREASURE LLC	622.50	PO BOX 3557 ALREADY PD/DEBRA WHALEY ATTY	CARY	NC	27519	2019 R 731505095347000
BOARTFIELD, MALCOM R ETUX	1,523.44	5307 EMERALD DR ALREADY PAID/CORELOGIC	EMERALD ISLE	NC	28594	2019 R 630419515793000
BOLDING, STEVEN E ETUX	CAROL 150.00	235 RUDOLPH DRIVE S/W ADJUSTMENT	BEAUFORT	NC	28516	2019 R 7307.01.06.3639
BROWN, R A	5,154.51	707 HWY 24 ALREADY PAID	NEWPORT	NC	28570	2019 R 634616846011000
CAMPBELL, ROBERT E ETUX	ROSEM 498.74	2146 SETTER LANE ALREADY PD/CORELOGIC	EFLAND	NC	27243	2019 R 637612768197000
CASWELL STREET HOUSE LLC	1,051.12	1008 SALEM STREET NW OVERPAYMENT CHECK 1049	WILSON	NC	27893	2019 R 6385.13.12.9812
CHAANINE, NABIL TANIOS	2,741.21	413 BLAIR PT ALREADY PD/CORELOGIC	MOREHEAD CITY	NC	28557	2019 R 638612769951000
CHAMBLEE, DAVID ETUX	LYNNE 973.91	112 DOLPHIN BAY ESTATES ALREADY PD/CORELOGIC	CEDAR POINT	NC	28584	2019 R 537413130186000

01/01/20 00:30:00		Refunds to be Issued by Finance Office - Over \$100.00				PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
CORELOGIC	1,610.08	3001 HACKBERRY RD ALREADY PAID BY ATTORNY	IRVING	TX	75063	2019 R 6346.03.34.5303
CORELOGIC TAX SERVICE	551.30	PO BOX 9205 CORELOGIC RECOVERY 41329684	COPPELL	TX	75019	2019 R 63651672689301C
CORELOGIC TAX SERVICE	1,146.50	PO BOX 9205 ALREADY PADI	COPPELL	TX	75019	2019 R 636519521093402
CORELOGIC TAX SERVICE	763.50	PO BOX 9205 ALREADY PD	COPPELL	TX	75019	2019 R 637609261294000
CORELOGIC TAX SERVICE	632.32	PO BOX 9205 ALREADY PAID	COPPELL	TX	75019	2019 R 638606392531000
COTTEN, DAN R ETUX	JOAN W 154.50	4442 ROSEBUD CHURCH RD ALREADY PAID/SECU	WILSON	NC	27893	2019 R 635519519123000
COX, CHARLES A ETUX	EVELYN J 498.60	302 GEORGE STREET ALREADY PD/DEBRA WHALEY ATTY	BEAUFORT	NC	28516	2019 R 633811664817000
CRYSTAL COAST LADY CRUISES I	838.15	108 JRS RANCH RD OVERPAYMENT MASSPAY	NEWPORT	NC	28570	2019 P 0022620
DEWALT, STEVEN ROBERT	118.17	744 LAKE DR OVERPAYMENT DEBT SETOFF	KERNERSVILLE	NC	27284	2019 P 0028359
DIMARCO, P J ETUX	MARY 164.99	102 RATTAN LN OVERPYMT CK 1584	MOREHEAD CITY	NC	28557	2019 R 6346.16.94.7963
DODGE, JOHN K ETUX	DIANE M 543.55	4 COLFAK COURT ALREADY PD/CORELOGIC	STAFFORD	VA	22554	2019 R 7305.08.99.9452
DOUBLE R FARM SERVICE LLC	786.87	105 RICKY LANE ALREADY PD/RENFROW ATTY	NEWPORT	NC	28570	2019 R 634603031153000
ELLIOTT, VAN CHARLE ETUX	CONN 408.58	1530 BEAVER DAM ROAD LAND VALUE ADJUSTMENT	CREEDMOOR	NC	275229009	2019 R 6375.11.76.3572
ELLIOTT, VAN CHARLE ETUX	CONN 408.58	1530 BEAVER DAM ROAD LAND VALUE ADJUSTMENT	CREEDMOOR	NC	275229009	2019 R 6375.11.76.3572
FILLMORE, WILLIAM C JR ETAL	2,123.06	564 NOBLES MILL POND RD OVERPAYMENT CHECK 1120	TARBORO	NC	27886	2019 R 5373.14.22.9794
FIRST TITLE AND ESCROW INC	741.59	15 WEST GUIDE DR SUITE 400 OVERPYMT CK 6829760	ROCKVILLE	MD	20850	2019 R 6386.06.39.2531

01/01/20 00:30:00	Refunds to be Issued by Finance Office - Over \$100.00					PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
FRASER, DAVID D ETUX DEBRA W 303.43	110 WYNDWARD COURT ALREADY PD/CORELOGIC	EMERALD ISLE	NC	28594	2019 R 537314421998000	
GONZALEZ, EDUARDO ETUX KELLIE 792.55	3936 DUNHAGAN ROAD ALREADY PAID/SECU	GREENVILLE	NC	27858	2019 R 637516933452000	
GOODING, GARY LEE ETUX NATASH 229.47	5326 HWY 70 W OVERPAYMENT CHECK 1178	MOREHEAD CITY	NC	28557	2019 R 6367.00.02.5003	
GULF STREAM LAND COMPANY LLC 165.00	PO BOX 2081 S/W ADJUSTMENT/MASSPAY	SWANSBORO	NC	28584	2019 R 6334.07.68.8788	
HAINES, HUDSON H JR ETAL 356.00	JEFF 2036 RIDGE RD OVERPYMT CK 2133	RALEIGH	NC	27607	2019 R 6334.08.89.7474	
HEVERLY, DAVID FRANKLIN 409.31	303 WEST WARREN DRIVE OVERPAYMENT STURGIS	EMERALD ISLE	NC	28594	2019 R 5383.08.99.3495	
JC JACKSON HOMES LLC 104.16	8002 U S HWY 70 E ALREADY PD/SRICKLIN LAW FIRM	NEW BERN	NC	28560	2019 R 633806497047000	
JC JACKSON HOMES LLC 103.44	8002 US HWY 70 E ALREADY PAID/STRICKLIN LAW FIR	NEW BERN	NC	28560	2019 R 633806499435000	
JC LAND LLC 112.99	8002 US HWY 70 E ALREADY PD/STRICKLIN LAW FIRM	NEW BERN	NC	28560	2019 R 633806499435000	
JERRI BUILDERS HOMES LLC 266.85	PO BOX 700 ALREADY PAID/WHITE AND ALLEN A	SWANSBORO	NC	28584	2019 R 631501058348000	
JOHNSON, CHARLOTTE WOLFORD 128.80	2801 MAYBERRY LOOP ROAD ALREADY PAID	MOREHAD CITY	NC	28557	2019 R 638605077814000	
JOHNSON, VAUGHAN ETAL SHIRLEY 122.58	PO BOX 375 ALREADY PAID	ATLANTIC BEACH	NC	28512	2019 R 634701467283000	
KLEINSTREUER, CLEMENT ETUX 1,912.25	1212 CASTLEMOOR COURT ALREADY PD/CORELOGIC	RELEIGH	NC	27606	2019 R 631416945228000	
KOLLAR, FRANCIS J ETUX BARBAR 1,571.58	406 MARSH ISLAND DR ALREADY PAID CORELOGIC	CEDAR POINT	NC	28584	R 5374.07.67.7932000	
KOUTLAS, THEODORE 472.29	637 E 20TH AVENUE LAND VALUE ADJUSTMENT	SPOKANE	WA	99203	2019 R 6375.11.76.3197	
LEACH, DAVID LEO ETUX PAMELA 380.04	1312 ANN STREET UNIT #3 OVERPYMT CK 27322	BEAUFORT	NC	285162041	2019 R 7305.07.59.4036	

01/01/20 00:30:00	Refunds to be Issued by Finance Office - Over \$100.00					PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
LERETA 1,310.35	1123 S PARK VIEW DR OVERPYMT CK 415528	COVINA	CA	91724	2019 R 6304.18.1.09850	
LIGGINS, NORMA JEAN 1,402.88	113 COLONIAL DRIVE ALREADY PAID	WENDELL	NC	27591	2019 R 636517213869000	
LOYD, WILLIAM F ETUX JANICE 294.00	1912 KINGFISHER DRIVE ALREADY PD/CORELOGIC	MOREHEAD CITY	NC	28557	2019 R637615622972012	
LYNCH, JOHN ETUX ANNE MARIE 122.73	7508 BOSCOBEL WAY ALREADY PD/CORELOGIC	RALEIGH	NC	27615	2019 R 638520924338126	
MALIK, STEPHEN N ETUX KATHLEE 1,401.61	1020 DICKINSON CIRCLE ALREADY PD/CORELOGIC	RALEIGH	NC	27614	2019 R 538420906434000	
MARCHESELLI, MICHAEL J ETUX 1,691.33	211 GREEN DOLEPHIN STREET ALREADY PD	MOREHEAD CITY	NC	28557	2019 R 635615734460000	
MARSHALL, LARRY S ETUX MARTHA 378.18	500 MAPLE LANE ALREADY PAID CORELOGIC	MOREHEAD CITY	NC	28557	R 6376.15.54.6591000	
MCDANIEL, STEVEN ETUX TINA H 2,483.10	108 SEA GROVE LANE ALREADY PAID/CORELOGIC	BEAUFORT	NC	28516	2019 R 731505182552000	
MCGALLIARD, LESTER J ETUX ETA 291.59	2299 KAY ROAD OVERPAYMENT MASSPAY	GREENVILLE	NC	27858	2019 R 6375.16.83.8192	
MOUNTCASTLE, VERNON B III 1,671.95	7025 RAINWATER RD. ALREADY PAID CORELOGIC	RALEIGH	NC	27615	R 6395.00.79.3490503	
MURRAY, ROBERT A 1,441.00	PO BOX 127 ALREADY PD/WELLS FARGO	BEAUFORT	NC	28516	2019 R 639500793490207	
NC LOCAL GOVERNMENT FED CU 680.62	P O DRAWER 25279 OVERPYMT CK 43443	RALEIGH	NC	27611	2019 R 7335.13.24.3648	
NELSON, ADRON KEITH ETUX YVON 111.17	510 ACRERIDGE DRIVE OVERPAYMENT CHECK 2818	KINSTON	NC	28504	2019 R 7492.16.83.0893	
NIPP, LAURIE HOSKINS ETVIR CA 351.57	PO BOX 20881 OVERPAYMENT CHECK 0000975203	RALEIGH	NC	27619	2019 R 6355.14.44.5471	
NISBET, CAROL SUTTON 436.02	191 MAGNOLIA DRIVE OVERPYMT CK 2709	WINTERVILLE	NC	28590	2019 R 5383.07.78.3959	
O'NEAL, WALTON E ETUX MILDRED 199.04	1000 HARDESTY LOOP ROAD ALREADY PD	NEWPORT	NC	28570	2019 R 638901370441000	

01/01/20 00:30:00	Refunds to be Issued by Finance Office - Over \$100.00					PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
PITTMAN, DENNIS C ETUX GLADYS	1501 OLD WINBERRY RD	NEWPORT	NC	28570	2019 R 6379.02.96.0336	
163.61	OVERPAYMENT CHECK 3265					
PLUMMER, BRETT E ETUX LESLYE	3712 BRIDGETON PARK DRIVE	RALEIGH	NC	27612	2019 R 6375.11.76.3299	
472.29	LAND VALUE ADJUSTMENT					
ROBERTS, JOHN A ETUX SUSAN RO	1201 CEDARWOOD VILLAGE	MOREHEAD CITY	NC	28557	2019 R 6356.13.14.5926	
200.00	OVERPAYMENT MASSPAY					
ROGG, ROBERT LEE ETAL ROBERT	25 BLUFF RIDGE COURT	GREENSBORO	NC	27455	2019 R 638620912150001	
790.00	ALREADY PAID/WELLS FARGO ESCRO					
SANCHEZ, CELSO J ETUX ETAL	102 HIGHLAND AVE	HIGHLAND PARK	NJ	08904	2019 R 5303.12.96.6865	
325.50	OVERPYMT CK 88861760					
SICKLIN, PAUL ETUX LAURA	143 SEA GROVE LANE	BEAUFORT	NC	28516	2019 R 731505183951000	
2,645.02	ALREADY PAID/CORELOGIC					
SMITH, JEFFREY ETUX ELIZABETH	3028 TOOTLE ROAD	MOREHEAD CITY	NC	28557	2019 R 637608786377000	
1,486.19	ALREADY PAID/CORELOGIC					
SMITH, JEFFREY ETUX ELIZABETH	3028 TOOTLE ROAD	MOREHEAD CITY	NC	28557	2019 R 6376.10.46.4291	
340.50	ALREADY PAID/CORELOGIC					
SPRAGUE, JOSEPH D ETUX ELLA D	1174 CIRCLE ON THE GREEN	COLOMBUS	OH	43235	2019 R 539307584873000	
1,347.81	ALREADY PD/CORELOGIC					
STEVEN K BELL ATTY	2809 VILLAGE WAY	TRENT WOODS	NC	28562	2019 R 5367.04.83.3232	
656.74	OVERPYMT CK 144925					
STREAMLINE DEVELOPERS LLC	PO BOX 6	MOREHEAD CITY	NC	28557	2019 R 73050899638000	
415.00	ALREADY PD/WHITE & ALLEN PA					
STREAMLINE DEVELOPERS LLC	PO BOX 6	MOREHEAD CITY	NC	28557	2019 R 6376064803291000	
156.12	ALREADY PAID					
THOMAS AND BLAHA LLC	600 ARENDELL ST	MOREHEAD CITY	NC	28557	2019 R 6396.20.92.5228	
2,235.16	LAND VALUE ADJUSTMENT					
THOMAS, JOHN S ETUX JUNE T	212 ASHMORE LN	ROCKY MOUNT	NC	27804	2019 R 6314.14.43.9583	
195.95	OVERPAYMENT MASSPAY					
TRIANGLE COMPASS LNDG PH 2 L	PO BOX 4158	GASTONIA	NC	28504	2019 R 633807684033000	
1,308.51	ALREADY PAID					
TYNDALL, WANDA G	104 OXFORD DR	GOLDSBORO	NC	27534	2019 R 5394.17.00.8390	
548.42	OVERPAYMENT CHECK 1195					

01/01/20 00:30:00	Refunds to be Issued by Finance Office - Over \$100.00					PAGE
Remit To:	Address	City	St	Zip Code	Reference	
Refund						
WALSH, PATRICK J ETUX INGLIS	4202 N RIVERSHORE RD	NEW BERN	NC	28560	2019 R 634407592330006	
336.47	ALREADY PAID/CORELOGIC					
WARRINGTON, CHARLES W	600 S HOWARD CIRCLE	TARBORO	NC	27886	2019 R 631415734854000	
1,351.32	PAID TWICE STURGIS					
WATSON, MARY	113 BONNER AVE U #108	MOREHEAD CITY	NC	28557	2019 R 637615624641108	
294.00	ALREADY PAID/CORELOGIC					
WHEATLY WHEATLY WEEKS LUPTON	PO BOX 360	BEAUFORT	NC	28516	2019 R 6375.11.76.3486	
477.43	OVERPAYMENT CHECK 36890					
WHITE, JULIAN III ETUX HEATEE	3905 CANTATA DRIVE	GREENVILLE	NC	27858	2019 R 731613139495000	
3,592.07	ALREADY PAID/SHOAP LAW FIRM					
FINAL TOTALS						
TOTAL	70,078.18					
*** END OF REPORT ***						

e. Tax Collector's Monthly Report

Carteret County Tax Department

Appraisal: (252) 728-8485
 Personal Property: (252) 728-8535
 Business Personal: (252) 728-8483
 Collections: (252) 728-8525
 Mapping/GIS: (252) 728-8490



Sarah T. Davis
 Tax Administrator
 Tel: (252) 728-8535
 Fax: (252) 728-8588
 CC Payments Online or by Phone
www.carteretcountytax.com
 1-888-544-9433

Memorandum

To: Board of Commissioners
 Tommy Burns

From: Sarah Davis
 Tax Administrator

Re: BOC monthly collections report

Date: January 7, 2020

Attached is the monthly collection's report to the Board of Commissioners as required by North Carolina General Statute 105-350. No action is required by the Board. It is presented for information purposes only. The collection report shows the total levy, collection, and unpaid balance for each year of the past ten years, beginning with 2009 and coming forward to 2019. This report is presented each month in your agenda package. The total collections for the ten years are \$607,015,946.64. The unpaid balance outstanding for the 10 year period is \$14,507,522.55 including deferred taxes. The Tax Department will continue to pursue collection of unpaid taxes as authorized by North Carolina Statutes.

ACS TAX COLLECTION SYSTEM
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BOC MONTHLY REPORT

CARTERET COUNTY
TC650R

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Typ Bill	Year	Property Number	Dist	Twn	Sch	Special Districts									User Codes									Deferred Flag	Defer Inalig	MV Batch
						1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			
***** Totals for Tax year 2009																										
# of Properties Processed 143,265																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	54,948,486.95	51,809,907.51	2,372,968.00	133,267.34	0.00	548,555.25	23,788.85																			
Total Adjustments	392,662.39	184,882.34	27,493.82	133,267.34	0.00	0.00	0.00																			
Total Collections	54,444,046.48	51,975,889.77	2,339,116.67	0.00	0.00	498,008.22	34,635.82																			
Unpaid Balances	11,777.08	50,259.40	6,387.51	0.00	0.00	53,547.03	1,613.14																			
***** Totals for Tax year 2010																										
# of Properties Processed 143,838																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	55,563,553.57	52,424,538.58	2,351,023.00	229,599.53	0.00	533,836.60	24,425.76																			
Total Adjustments	311,054.76	70,184.47	37,727.28	227,888.51	0.00	0.00	0.00																			
Total Collections	55,124,089.51	52,293,770.31	2,320,220.80	1,711.12	0.00	475,644.28	22,743.20																			
Unpaid Balances	128,409.30	60,683.80	8,105.15	0.00	0.00	58,192.32	1,428.03																			
***** Totals for Tax year 2011																										
# of Properties Processed 144,282																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	56,063,704.13	52,936,189.46	2,330,951.00	225,239.96	0.00	546,627.12	25,092.59																			
Total Adjustments	372,280.62	147,670.88	14,001.40	224,660.27	0.00	0.00	0.00																			
Total Collections	55,407,919.83	52,646,286.46	2,294,215.88	2,522.79	0.00	429,794.17	27,042.83																			
Unpaid Balances	273,503.68	142,232.12	12,336.92	0.00	0.00	116,832.95	2,101.69																			
***** Totals for Tax year 2012																										
# of Properties Processed 144,824																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	55,144,939.32	51,997,993.51	2,359,242.00	218,866.12	0.00	540,894.55	27,943.10																			
Total Adjustments	359,561.02	121,351.32	30,150.99	217,344.57	0.00	0.00	0.00																			
Total Collections	54,484,423.02	51,708,860.22	2,307,323.38	344.57	0.00	409,557.57	31,235.28																			
Unpaid Balances	331,558.14	176,360.91	20,359.27	662.99	0.00	131,337.02	2,634.95																			
***** Totals for Tax year 2013																										
# of Properties Processed 112,175																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	54,016,509.30	50,733,057.05	2,534,465.00	226,999.79	0.00	478,137.38	23,859.08																			
Total Adjustments	123,912.51	91,354.60	31,747.93	3,189.77	0.00	0.00	0.00																			

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BOC MONTHLY REPORT

CARTERET COUNTY
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Typ Bill	Year	Property Number	Dist	Twn	Sch	Special Districts									User Codes									Deferred Flag	Defer Inalig	MV Batch
						1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			
Total Collections 53,334,765.81																										
Unpaid Balances 558,230.98																										
***** Totals for Tax year 2014																										
# of Properties Processed 68,381																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	56,609,584.00	53,325,792.31	2,585,290.00	234,870.44	0.00	439,323.37	24,307.88																			
Total Adjustments	260,432.07	1,587.11	30,150.99	232,015.22	0.00	0.00	0.00																			
Total Collections	55,564,864.17	53,106,479.78	2,515,323.78	2,272.95	0.00	316,493.73	24,293.90																			
Unpaid Balances	384,287.76	217,725.42	39,805.23	582.21	0.00	122,829.64	3,345.26																			
***** Totals for Tax year 2015																										
# of Properties Processed 74,037																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	55,838,433.20	51,122,449.39	3,841,944.00	423,473.95	0.00	405,868.75	44,697.11																			
Total Adjustments	814,919.38	124,410.25	267,519.83	418,713.18	0.00	0.00	0.00																			
Total Collections	54,550,202.98	50,723,604.64	3,511,965.91	4,760.77	0.00	275,612.08	34,258.98																			
Unpaid Balances	473,310.84	274,434.50	62,457.26	0.00	0.00	130,256.67	6,162.41																			
***** Totals for Tax year 2016																										
# of Properties Processed 78,522																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	57,558,841.33	52,998,419.93	3,626,613.00	450,647.88	0.00	409,514.79	73,645.73																			
Total Adjustments	376,837.81	288,439.59	81,131.00	9,455.86	0.00	0.00	0.00																			
Total Collections	56,059,404.63	52,282,151.39	3,467,015.19	4,542.08	0.00	259,119.55	45,576.42																			
Unpaid Balances	1,123,598.89	427,828.95	78,466.81	455,561.66	0.00	150,395.24	11,346.23																			
***** Totals for Tax year 2017																										
# of Properties Processed 79,451																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	58,914,399.95	54,088,967.10	3,924,321.00	466,172.13	0.00	333,549.65	101,390.07																			
Total Adjustments	428,975.12	251,771.27	126,904.78	2,162.76	0.00	0.00	0.00																			
Total Collections	57,207,357.83	53,287,639.74	3,687,041.52	1,747.38	0.00	195,912.10	55,017.09																			
Unpaid Balances	1,288,067.00	569,556.09	110,374.70	462,241.99	0.00	137,637.55	8,236.67																			
***** Totals for Tax year 2018																										
# of Properties Processed 78,625																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										

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BOC MONTHLY REPORT

CARTERET COUNTY
TC650R

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Typ Bill	Year	Property Number	Dist	Twn	Sch	Special Districts									User Codes									Deferred Flag	Defer Inalig	MV Batch
						1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			
Original Balances 59,949,329.19																										
Total Adjustments 156,324.49																										
Total Collections 58,182,352.92																										
Unpaid Balances 1,610,651.78																										
***** Totals for Tax year 2019																										
# of Properties Processed 79,879																										
Total TAX Spec Asmt Deferred CB Deferred Interest Fees																										
Original Balances	60,794,899.57	56,481,324.44	3,827,703.00	485,872.13	0.00	0.00	0.00																			
Total Adjustments	283,650.04	248,106.21	35,509.83	34.00	0.00	0.00	0.00																			
Total Collections	52,287,119.43	49,137,649.69	3,149,207.56	262.18	0.00	0.00	0.00																			
Unpaid Balances	8,224,130.10	7,095,568.54	642,985.61	485,575.95	0.00	0.00	0.00																			

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CARTERET COUNTY
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Typ Bill Year Property Number Dist Twn Sch Special Districts User Codes Deferred Defer MV
Code 1 2 3 4 5 6 7 8 9 1 2 3 4 5 6 7 8 9 Flag Inelig Batch

**** Totals for FINAL TOTALS

of Properties Processed 1,147,279

	Total	TAX	Spec Amt	Deferred	CB Deferred	Interest	Fees
Original Balances	625,392,680.51	583,260,266.84	33,597,458.00	3,641,361.38	.00	4,508,253.12	385,341.17
Total Adjustments	269,211.32	1,639,664.66	708,195.75	1,510,665.90	.00	.00	10,685.01
Total Collections	607,015,946.64	571,565,440.65	31,729,211.14	20,295.25	.00	3,373,950.53	327,049.07
Unpaid Balances	14,507,522.55	10,055,161.53	1,160,051.11	2,110,400.23	.00	1,134,302.59	47,607.09

f. NCVTS Motor Vehicle Refund Report

North Carolina Vehicle Tax System																	
NCVTS Pending Refund report																	
Vehicle Make	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Refund Description	Refund Reason	Issue Date	Tax Amount	Levy Type	Change	Interest	Total
AGYEMAN, BUDU, KWABENA	AGYEMAN, BUDU, KWABENA		1272 CHATHAM ST		NEWPORT, NC 28570	Adjustment + \$100	004764020	CL33138	AUTHORIZED	Refund Generated due to adjustment on Bill #004764020-2019-0000-00	Missery	12/03/2019	9010 Tax (\$8.93)		\$0.00	\$0.00	(\$8.93)
BASS, JILL WOENLY	BASS, JILL WOENLY		4529 S BROWNTOWN RD		ROCKY MOUNT, NC 27854	Adjustment + \$100	005122840	ZPC4193	AUTHORIZED	Refund Generated due to adjustment on Bill #005122840-2019-0000	Missery	12/03/2019	9010 Tax \$0.00		\$0.00	\$0.00	\$0.00
BRANNEN, ANDREW JEDEDIAH	BRANNEN, ANDREW JEDEDIAH	BRANNEN, TINA JOANNE	130 WHITE OAK BLUFF RD		STELLA, NC 28582	Adjustment + \$100	004443084	LRF5BY	AUTHORIZED	Refund Generated due to adjustment on Bill #004443084-2019-0000-00	Military	12/06/2019	9010 Tax (\$35.37)		\$0.00	\$0.00	(\$35.37)
CANNON, JOEL BRIAN	CANNON, JOEL BRIAN	CANNON, DEBORAH ALEXANDER	121 RACFORD LN		NEWPORT, NC 28570	Proration	004999070	HDY2850	PENDING	Refund Generated due to proration on Bill #004999070-2019-0000-00	Tag Surrender	12/03/2019	9010 Tax (\$165.41)		\$0.00	\$0.00	(\$165.41)
COLLAZO OJEDA, CESAR ANTONIO	COLLAZO OJEDA, CESAR ANTONIO		1202 DAHLIA CT		HAVELOCK, NC 28532	Adjustment + \$100	005122376	PBA7374	AUTHORIZED	Refund Generated due to adjustment on Bill #005122376-2019-0000	Missery	12/03/2019	9010 Tax \$0.00		\$0.00	\$0.00	\$0.00
COLLAZO OJEDA, CESAR ANTONIO	COLLAZO OJEDA, CESAR ANTONIO		1202 DAHLIA CT		HAVELOCK, NC 28532	Adjustment + \$100	005122361	CDW2317	AUTHORIZED	Refund Generated due to adjustment on Bill #005122361-2019-0000	Missery	12/03/2019	9010 Tax \$0.00		\$0.00	\$0.00	\$0.00
COOK, IDA FULCHER	COOK, IDA FULCHER		1216 US HWY 70 E		STACY, NC 28581	Proration	004937472	VAC2338	AUTHORIZED	Refund Generated due to proration on Bill #004937472-2019-0000-00	Tag Surrender	12/16/2019	9010 Tax (\$3.00)		\$0.00	\$0.00	(\$3.00)
COOK, IDA FULCHER	COOK, IDA FULCHER		1216 US HWY 70 E		STACY, NC 28581	Proration	004169120	MSY1690	AUTHORIZED	Refund Generated due to proration on Bill #004169120-2019-0000-00	Tag Surrender	12/16/2019	9010 Tax (\$2.90)		\$0.00	\$0.00	(\$2.90)

North Carolina Vehicle Tax System																	
NCVTS Pending Refund report																	
Vehicle Make	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Refund Description	Refund Reason	Issue Date	Tax Amount	Levy Type	Change	Interest	Total
COOK, IDA FULCHER	COOK, IDA FULCHER		1216 US HWY 70 E		STACY, NC 28581	Proration	004169120	ZWL6235	AUTHORIZED	Refund Generated due to proration on Bill #004169120-2019-0000-00	Tag Surrender	12/16/2019	9010 Tax (\$0.96)		\$0.00	\$0.00	(\$0.96)
DEES, JULIE ALLISON	DEES, JULIE ALLISON		127 SOUND POINT DR		HARRERS ISLAND, NC 28531	Adjustment + \$100	005069590	OME91	PENDING	Refund Generated due to adjustment on Bill #005069590-2019-0000	Missery	12/04/2019	9010 Tax \$0.00		\$0.00	\$0.00	\$0.00
DETTLE, CHRISTOPHER JAMES	DETTLE, CHRISTOPHER JAMES		131 Tipton Cir		CAPE CARTERET, NC 28584	Adjustment + \$100	003494676	EHT7702	PENDING	Refund Generated due to adjustment on Bill #003494676-2019-0000-00	Military	12/10/2019	9010 Tax (\$48.29)		\$0.00	\$0.00	(\$48.29)
DETTLE, CHRISTOPHER JAMES	DETTLE, CHRISTOPHER JAMES		131 Tipton Cir		CAPE CARTERET, NC 28584	Adjustment + \$100	005109530	HGP7666	PENDING	Refund Generated due to adjustment on Bill #005109530-2019-0000-00	Military	12/10/2019	9010 Tax (\$64.73)		\$0.00	\$0.00	(\$64.73)
EDMONDSON, JOSEPH JACKSON JR	EDMONDSON, JOSEPH JACKSON JR		PO BOX 116		MAURY, NC 28554	Proration	004919634	XVW8600	AUTHORIZED	Refund Generated due to proration on Bill #004919634-2019-0000-00	Tag Surrender	12/06/2019	9010 Tax (\$32.85)		\$0.00	\$0.00	(\$32.85)
ENGSTROM, TODD GREGORY	ENGSTROM, TODD GREGORY		2918 WHITE OAK RD		RALEIGH, NC 27609	Adjustment + \$100	005102375	PSL8484	AUTHORIZED	Refund Generated due to adjustment on Bill #005102375-2019-0000	Missery	12/06/2019	9010 Tax \$0.00		\$0.00	\$0.00	\$0.00
GOODING, GARY LEE	GOODING, GARY LEE		5325 HWY 70 W		MOREHEAD CITY, NC 28557	Proration	004928909	PMR1248	AUTHORIZED	Refund Generated due to proration on Bill #004928909-2019-0000-00	Tag Surrender	12/10/2019	9010 Tax (\$8.50)		\$0.00	\$0.00	(\$8.50)
GURKIN, LAURA LUTER	GURKIN, LAURA LUTER	GURKIN, LEWIS SCOTT	202 BOGUE DR		MOREHEAD CITY, NC 28557	Proration	004022956	HV9262	AUTHORIZED	Refund Generated due to proration on Bill #004022956-2019-0000-00	Tag Surrender	12/07/2019	9010 Tax (\$45.23)		\$0.00	\$0.00	(\$45.23)
HONEYCUTT, DEBRA EDWARDS	HONEYCUTT, DEBRA EDWARDS		800 N 35TH ST APT 602		MOREHEAD CITY, NC 28557	Proration	004900824	ZWL9818	AUTHORIZED	Refund Generated due to proration on Bill #004900824-2019-0000-00	Vehicle Sold	12/05/2019	9010 Tax (\$11.62)		\$0.00	\$0.00	(\$11.62)
HONEYCUTT, JOE JR	HONEYCUTT, JOE JR		800 N 35TH ST APT 602		MOREHEAD CITY, NC 28557	Proration	004961136	DCP2151	AUTHORIZED	Refund Generated due to proration on Bill #004961136-2019-0000-00	Vehicle Sold	12/05/2019	9010 Tax (\$0.92)		\$0.00	\$0.00	(\$0.92)

North Carolina Vehicle Tax System														
NCVTS Pending Refund report														
Report Date 1/2/2020 11:57:46 AM														
NOE, FLETCHER	NOE, FLETCHER	NOE, DAVID FLETCHER	1508 EVANS ST	MOREHEAD CITY, NC 28557	Proration	0045246725	FK18965	PENDING	Refund Generated due to proration on Bill #0045246725-2019-2019-0000-00	Tag Surrender	12/30/2019	9010 Tax (\$49.02) \$0.00 (\$49.02)	1351 Tax (\$80.09) \$0.00 (\$80.09)	Refund \$109.11
OVERBY, STEVEN ROBERT	OVERBY, STEVEN ROBERT		33 MANOR LN	SWANSBORO, NC 28584	Adjustment < \$100	0050993878	PHK4518	AUTHORIZED	Refund Generated due to adjustment on Bill #0050993878-2019-2019-0000	Situs error	12/04/2019	9010 Tax \$0.00 \$0.00 (\$0.00)	1450 Tax (\$41.00) \$0.00 (\$41.00)	1523 Tax \$6.33 \$0.00 \$6.33
PALACIOS, MIMI DENISE	PALACIOS, MIMI DENISE		3624 MEADOWS DR	MOREHEAD CITY, NC 28557	Proration	0050205483	EEN1008	AUTHORIZED	Refund Generated due to proration on Bill #0050205483-2019-2019-0000-00	Vehicle Sold	12/09/2019	9010 Tax (\$2.11) \$0.00 (\$2.11)	30 Tax (\$0.34) \$0.00 (\$0.34)	50 Tax (\$0.13) \$0.00 (\$0.13)
REAVES, PATRICIA LYNN	REAVES, PATRICIA LYNN		PO BOX 5569	EMERALD ISLE, NC 28594	Proration	0050103506	FCF3357	AUTHORIZED	Refund Generated due to proration on Bill #0050103506-2019-2019-0000-00	Tag Surrender	12/31/2019	9010 Tax (\$12.83) \$0.00 (\$12.83)	1556 Tax (\$6.46) \$0.00 (\$6.46)	95 Tax (\$1.67) \$0.00 (\$1.67)
SHOBE, JEREMY JAED	SHOBE, JEREMY JAED		604 FARM CT	MOREHEAD CITY, NC 28557	Adjustment < \$100	0049476291	CL51493	AUTHORIZED	Refund Generated due to adjustment on Bill #0049476291-2019-2019-0000-00	Military	12/20/2019	9010 Tax (\$16.15) \$0.00 (\$16.15)	30 Tax (\$2.61) \$0.00 (\$2.61)	50 Tax (\$1.04) \$0.00 (\$1.04)
SHOBE, JEREMY JAED	SHOBE, JEREMY JAED		604 FARM CT	MOREHEAD CITY, NC 28557	Adjustment < \$100	0049476387	7L5305	AUTHORIZED	Refund Generated due to adjustment on Bill #0049476387-2019-2019-0000-00	Military	12/20/2019	9010 Tax (\$6.11) \$0.00 (\$6.11)	30 Tax (\$0.99) \$0.00 (\$0.99)	50 Tax (\$0.39) \$0.00 (\$0.39)
SIEGMANN, MEREDITH MORTELL	SIEGMANN, MEREDITH MORTELL		129 HOWLAND PKWY	BEAUFORT, NC 28516	Proration	0014407456	WJF8796	AUTHORIZED	Refund Generated due to proration on Bill #0014407456-2019-2019-0000-00	Tag Surrender	12/30/2019	9010 Tax (\$0.26) \$0.00 (\$0.26)	42 Tax (\$0.05) \$0.00 (\$0.05)	46 Tax (\$0.05) \$0.00 (\$0.05)
SMITH, RYAN JOSEPH	SMITH, RYAN JOSEPH		5213 EMERALD DR	EMERALD ISLE, NC 28594	Adjustment < \$100	0051050754	FFH6859	AUTHORIZED	Refund Generated due to adjustment on Bill #0051050754-2019-2019-0000	Situs error	12/09/2019	9010 Tax \$0.00 \$0.01 (\$0.01)	1460 Tax (\$27.83) (\$1.33) (\$28.01)	37 Tax \$4.54 \$0.23 \$4.87
SOMERS, ROBERT BRYAN	SOMERS, ROBERT BRYAN	SOMERS, KATHY OWEN	3257 SANDPIPER TRL	BURLINGTON, NC 27217	Adjustment < \$100	0050970991	TBP0302	AUTHORIZED	Refund Generated due to adjustment on Bill #0050970991-2019-2019-0000	Situs error	12/03/2019	9010 Tax \$0.00 \$0.00 (\$0.00)	1354 Tax \$115.03 \$0.00 \$115.03	1480 Tax (\$161.04) \$0.00 (\$161.04)

North Carolina Vehicle Tax System														
NCVTS Pending Refund report														
Report Date 1/2/2020 11:57:46 AM														
STAINBACK, NANCY CARR	STAINBACK, NANCY CARR		3103 COUNTRY CLUB RD	MOREHEAD CITY, NC 28557	Proration	0014409432	BJB5244	AUTHORIZED	Refund Generated due to proration on Bill #0014409432-2019-2019-0000-00	Tag Surrender	12/04/2019	99 Tax \$4.51 \$0.00 \$4.51	9010 Tax (\$4.27) \$0.00 (\$4.27)	30 Tax (\$0.69) \$0.00 (\$0.69)
STEVENS, CATHERINE DEBRUHL	STEVENS, CATHERINE DEBRUHL		127 CIRCLE DR	BEAUFORT, NC 28516	Proration	0030137545	7665P	AUTHORIZED	Refund Generated due to proration on Bill #0030137545-2019-2019-0000-00	Tag Surrender	12/12/2019	9010 Tax (\$11.89) \$0.00 (\$11.89)	1159 Tax (\$15.80) \$0.00 (\$15.80)	46 Tax (\$2.30) \$0.00 (\$2.30)
THOMPSON, JULIANNE TODD	THOMPSON, JULIANNE TODD		107 BRENTWOOD DR	BEAUFORT, NC 28516	Proration	0041521336	XWR9565	AUTHORIZED	Refund Generated due to proration on Bill #0041521336-2019-2019-0000-00	Tag Surrender	12/08/2019	9010 Tax (\$8.58) \$0.00 (\$8.58)	1159 Tax (\$12.78) \$0.00 (\$12.78)	46 Tax (\$1.85) \$0.00 (\$1.85)
TREMBLAY, RONALD JOHN	TREMBLAY, RONALD JOHN	TREMBLAY, ANNE LEDWITH	107 FAIRWAY LN	CAPE CARTERET, NC 28584	Proration	0033571066	ZY12942	PENDING	Refund Generated due to proration on Bill #0033571066-2019-2019-0000-00	Tag Surrender	12/17/2019	9010 Tax (\$61.05) \$0.00 (\$61.05)	1557 Tax (\$41.85) \$0.00 (\$41.85)	1557 Vehicle \$0.00 \$0.00 \$0.00
WEST, ERIN LYNNIE	WEST, ERIN LYNNIE		338 OLD STANTON RD	BEAUFORT, NC 28516	Proration	0032460679	ECL4968	AUTHORIZED	Refund Generated due to proration on Bill #0032460679-2019-2019-0000-00	Tag Surrender	12/10/2019	9010 Tax (\$14.89) \$0.00 (\$14.89)	44 Tax (\$3.36) \$0.00 (\$3.36)	46 Tax (\$2.88) \$0.00 (\$2.88)
WHITE, SHANNON STRICKLAND	WHITE, SHANNON STRICKLAND	WHITE, SEAN HUNTER	204 SEA HORSE DR	SWANSBORO, NC 28584	Adjustment < \$100	0051218757	ZNJ7575	AUTHORIZED	Refund Generated due to adjustment on Bill #0051218757-2019-2019-0000	Situs error	12/30/2019	9010 Tax \$0.00 \$0.00 (\$0.00)	1460 Tax (\$56.55) \$0.00 (\$56.55)	31 Tax \$6.34 \$0.00 \$6.34
WHITLEY, DINA TRIMBOLI	WHITLEY, DINA TRIMBOLI	WHITLEY, MICHAEL EDWARD	801 OAK DR	MOREHEAD CITY, NC 28557	Proration	0014393707	SZZ8056	AUTHORIZED	Refund Generated due to proration on Bill #0014393707-2019-2019-0000-00	Tag Surrender	12/27/2019	9010 Tax (\$0.91) \$0.00 (\$0.91)	30 Tax (\$0.15) \$0.00 (\$0.15)	60 Tax (\$0.06) \$0.00 (\$0.06)

3. Approval of Position Reclassification for the Senior Center

DEPARTMENT OF AGING SERVICES

Kisha Williams
Director, Aging Services



Tel: (252) 247-2626
Fax: (252) 247-1045
Lakisha.Williams@carteretcountygov.org
www.carteretcountygov.org

MEMORANDUM

TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Kisha Williams, Director of Aging Services
DATE: December 2, 2019
SUBJECT: Position Reclassification

I am respectfully requesting to have the position of Senior Services Customer Service Representative reclassified to Senior Services Customer Support Specialist.

The previous Director held the responsibility of running the North Carolina Senior Health Insurance Information Program (NC SHIIP) which takes many hours each week of scheduling and discussing current Medicare health plan options with citizens. I am requesting to delegate these responsibilities to the Customer Services Representative and reclassify the position from a grade 59 to a grade 62. This will allow my position as Director more time to get out more in the community, manage community resources for seniors and support senior programs at other locations. The reclassified position of the Customer Support Specialist will have the responsibility to be the authority for the administration of the North Carolina Senior Health Insurance Information Program (NC SHIIP) of our Senior Center in addition to their current duties.

Funds are available due to the recurring State Health Insurance Assistance Program.

4. Approval to Accept Grant Funding: Brandt Animal Foundation for Spay-Neuter Funding in Carteret County & Approval of Corresponding \$5,000 Budget Amendment

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

Cindy P. Holman
Consolidated Human Services Director
cindy.holman@carteretcountync.gov



Clinton W. Lewis
DSS Director
Consolidated Human Services Deputy Director
clint.lewis@carteretcountync.gov

Stephanie M. Cannon, MPA
Health Director
Consolidated Human Services Deputy Director
stephanie.cannon@carteretcountync.gov

To: Carteret County Board of Commissioners
From: Stephanie Cannon
Health Director
Date: January 27, 2020
Subject: Request to Accept Grant Funding
Brandt Animal Foundation for Spay-Neuter Funding in Carteret County

Carteret County Animal Control Department applied for and has been awarded grant funding from the Brandt Animal Foundation. This grant will provide funding in the amount of \$5,000 for spay/neuter surgeries of animals in Carteret County. The grant requires that twenty-five percent of the funding be used to spay/neuter family owned pets; the remainder may be used to spay/neuter feral and free roaming cats. Spaying and neutering pets/cats will help reduce unnecessary euthanasia at the animal shelter.

We request the Board's approval to accept this money. Copies of the Grant Statement and Budget Amendment are attached.

Should you have any questions, please contact me.

Brandt Animal Foundation
 Post Office Box 2282
 Morehead City, North Carolina 28557
 252-646-6750
 brandtanimalfoundation@gmail.com

December 9, 2019

Lauren Anderson
 County of Carteret Health Department
 3820 A Bridges Street
 Morehead City, NC 28557

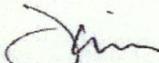
Dear Lauren,

It is my pleasure to inform County of Carteret Health Department that your request for a grant for spay-neuter procedures has been approved in the amount of \$5,000. By accepting this grant, you agree to the following:

- Funds are to be used only for spay-neuter surgical procedures and associated medical expenses.
- You must record the data requested on the spreadsheet that accompanied the email announcing the grant availability. The completed spreadsheet is to be submitted for review June 1, 2020 and again at the conclusion of the program, August 31, 2020.
- Invoices, billing and medical information from the veterinarian is to be retained for each animal. Do not submit with the spreadsheet unless requested.
- All animals must reside in Carteret County. Twenty-five percent (25%) of the animals are to be family owned pets with the remaining seventy five percent (75%) being feral cats, animals waiting for adoption, fostered pets or shelter animals.

The objective of this spay-neuter project is to alter as many animals as possible. Should you use these funds prior to the end of the program please contact me to request additional funding.

Congratulations and we look forward to hearing of your success. Please let me know if you have any questions or need additional information.



Jim Marks, Ex-officio

Carteret County

AS400

Budget Amendment

Fiscal Year 2019-2020

Department: Animal Control

Date: 1/27/2020

Justification: The Animal Control division was awarded \$5,000 grant funding from the Brand Grant for the purpose of spaying and neutering cats in Carteret County.

NOTE: Whole dollars only, no cents

Fund	Revenue or Expense	Description: Account Name	Account Number (County General Ledger)	Increase
General Fund	Revenues			
	Animal Control	Animal Control Grants	110.10.3438.303	5,000
	Total Increase in Revenues			<u>5,000</u>
	Expenditures			
	Animal Control	Prof Ser Rabies Spay/Neut	110.10.4380.19300	5,000
	Total Increase Expenditures			<u>5,000</u>

Approval Chairman, Board of Commissioners _____

5. Approval of Memorandum of Understanding with Emerald Isle for Collection of 2020 Ad Valorem Taxes



Sarah T. Davis
Tax Administrator

MEMORANDUM

TO: Board of Commissioners
FROM: Sarah Davis, Tax Administrator
SUBJECT: Collections Agreement
DATE: December 30, 2019

I would like to request the County of Carteret enter into a collections agreement with the Town of Emerald Isle. This agreement would authorize the County Tax Collector to collect town taxes on behalf of the Town of Emerald Isle. The Town is to pay a 2% fee to the County for all taxes collected on their behalf. This agreement would begin with the 2020 tax collection year.

This agreement does not require any additional resources or staff as the Town of Emerald Isle's taxes and fees will just be added to the Carteret County bills that already go out to taxpayers.

I recommend approval for agreement.

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

MEMORANDUM OF AGREEMENT

THIS AGREEMENT, entered into by and between the County of Carteret, hereinafter referred to as "County", a subdivision of the State of North Carolina; and the Town of Emerald Isle, hereinafter referred to as "Town", a subdivision of the State of North Carolina.

WHEREAS, the Town has determined that it is in its best interest to contract with the County to collect current ad valorem property taxes for those ad valorem property taxes imposed by the Town of Emerald Isle; and

WHEREAS, the County desires to collect for the Town current ad valorem property taxes levied by the Town;

NOW, THEREFORE, in consideration of One and 00/100 (\$1.00) dollar and other valuable consideration contained herein the parties agree as follows:

1. The County shall collect for the Town during the term of this Agreement all ad valorem taxes imposed by the Town beginning with the current 2020 tax year and all subsequent tax years during the term of this Agreement. (It is specifically understood that the County will not collect any ad valorem taxes that have been accrued prior to the execution of this Agreement.)
2. The County shall provide all supplies and manpower necessary to collect all taxes referred to herein.
3. The Town agrees to pay the County for the above-referenced services an amount equal to two (2) percent of the gross collected taxes for each year during the term of this Agreement.
4. It is understood the County will make all decisions relating to collection, to include releases, refunds and similar decisions. The County will be totally responsible for all decisions regarding collections of taxes that accrue during the term of this Agreement. It is understood that the Town will communicate with the County Manager if there are any questions regarding this procedure and any desires that the Town would like to discuss with the County. It is specifically understood and agreed that the Town will not deal directly with the Tax Assessor or the Tax Collector's office regarding any of these matters.
5. This Agreement shall be effective upon approvals by the respective governing boards of County and Town and the initial term of this Agreement shall be for the collection of ad valorem taxes for the twelve (12) months beginning July 1, 2020 and ending June 30, 2021. The Agreement will automatically renew each fiscal year unless a notice of termination is provided by the County to the Town prior to each December 31.
6. This Agreement shall be effective upon execution hereof by both parties.
7. This agreement is the sole agreement between the parties, relating to the subject matter hereof. This Agreement may be amended only by a writing executed by the authorized representatives of both parties.
8. This Agreement shall be interpreted in accordance with the laws of the State of North Carolina.

This Agreement entered into on this the _____ day of _____, 2020.

County of Carteret

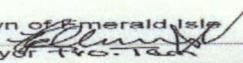
By: _____

Chair

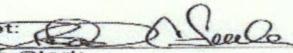
Attest:

Clerk to the Board

Town of Emerald Isle

By: 
Mayor Tvo-Tan

Attest:


Town Clerk



6. Acknowledgment of Receipt & Review of Documents in Support of Coastal Community Action's Community Services Block Grant ("CSBG") for 2020-21

Due to the size of this document, it is being incorporated into these minutes by reference. A full copy will be retained in the County Manager's Office

7. Approval of School Capital Funds Budget Amendment for Replacement of the Chiller at Atlantic Elementary: \$119,900

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department



Tel: (252) 728-8410
Fax: (252) 728-0133
deem@carteretcountync.gov
www.carteretcountync.gov

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager
Date: January 27, 2020
Subject: School Capital Funds Budget Amendment

Attached for your consideration is a budget amendment appropriating \$119,900 to replace the chiller at Atlantic Elementary School. The Schools requested chiller replacement funding in contingency, and as in prior years, the County did not budget for chillers, but appropriates funding as the chillers / condensers break. Attached is an email from the Schools requesting the funding as well as the necessary budget amendment.

Carteret County
Budget Amendment
Fiscal Year 2019-2020
Department: School Capital Fund
Date: 01/27/20

Justification: To transfer and appropriate funds for Atlantic Elementary School HVAC 100 ton chiller

Fund	Description	Account Number	Increase
General Fund	Revenues Appropriated Fund Balance	110.00.3990.990	<u>119,900</u>
	Total Increase in Revenues		<u>119,900</u>
	Expenditures Transfer School Capital Fund	110.98.9800.90005	<u>119,900</u>
	Total Increase in Expenditures		<u>119,900</u>
School Capital Fund	Revenues Transfer from General Fund	421.98.3980.900	<u>119,900</u>
	Total Increase in Revenues		<u>119,900</u>
	Expenses Category I Capital AES HVAC	421.70.8168.85200	<u>119,900</u>
	Total Increase in Expenditures		<u>119,900</u>

Chairman Board of Commissioners _____

Date: 01/27/20 _____

**CARTERET COUNTY SCHOOLS
FINANCE DEPARTMENT
107 SAFRIT DRIVE
BEAUFORT, NC 28516
252-728-4583**

MEMO 2018

DATE: December 20, 2019

TO: Board of Education
Mat Bottoms, Superintendent

FROM: Kathy Carswell, Finance Officer

RE: Atlantic Elementary Chiller Replacement

The chiller at Atlantic is starting to fail. The replacement chiller is a York 100-ton chiller. Bids to replace the chiller were received from Crystal Coast Mechanical, Inc. and Mechworks.

After careful review of the bids that were submitted, we are recommending the bid be awarded to the following vendor:

Award to Crystal Coast Mechanical, Inc in the amount of \$119,900.

The other responsive vendor followed the guidelines of the bid process but bid at a higher price.

Due to the size of this document, it is being incorporated into these minutes by reference. A full copy will be retained in the County Manager's Office

8. Approval of NCDOT Request in Support of the Addition of Neuse Drive in the Sportsman Village Subdivision to the Secondary Road System

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: January 8, 2020

TO: Carteret County Board of Commissioners

CC: Tommy Burns, County Manager

FROM: Eugene Foxworth, Assistant County Manager

RE: Approval of a Resolution of Support for the proposed addition of Neuse Drive located in the Sportsman Village Subdivision in Carteret County to NCDOT's Road Maintenance System

Please see attached a Resolution of Support and map for a proposed addition of Neuse Drive in the Sportsman Village Subdivision. NCDOT is requesting the County adopt the resolution supporting the addition of this roadway into the State-maintained Secondary Road System. This request will allow the State of North Carolina to assume maintenance responsibilities of this road. Per J. Dwayne Smith, NCDOT Assistant District Engineer, all repairs to the roads have made and the only outstanding item is a Resolution of Support from Carteret County.

Please let me know if you have any questions.

Board of Commissioners
Bill Smith, Chair
Robin Comer, Vice-Chair
Bob Cavanaugh
Jimmy Farrington
Mark Mansfield
Jonathan Robinson
Ed Wheatly



County Manager
Tommy R. Burns
Clerk to the Board
Rachel B. Hammer

**RESOLUTION
SUPPORTING A ROAD ADDITION REQUEST
NEUSE DRIVE
LOCATED IN SPORTSMAN VILLAGE SUBDIVISION**

*North Carolina
County of Carteret
Road Description – All of Neuse Drive located in Sportsman Village Subdivision in
Carteret County*

WHEREAS, the Carteret County Board of Commissioners has been asked to adopt a Resolution in support of the above referenced road addition to the State Secondary Road System; and

WHEREAS, the Board of Commissioners is of the opinion that the above referenced road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation; and

WHEREAS, the Carteret County Board of Commissioners does hereby support the addition of the road as it meets with the approval of the property owners residing on the subject road; and

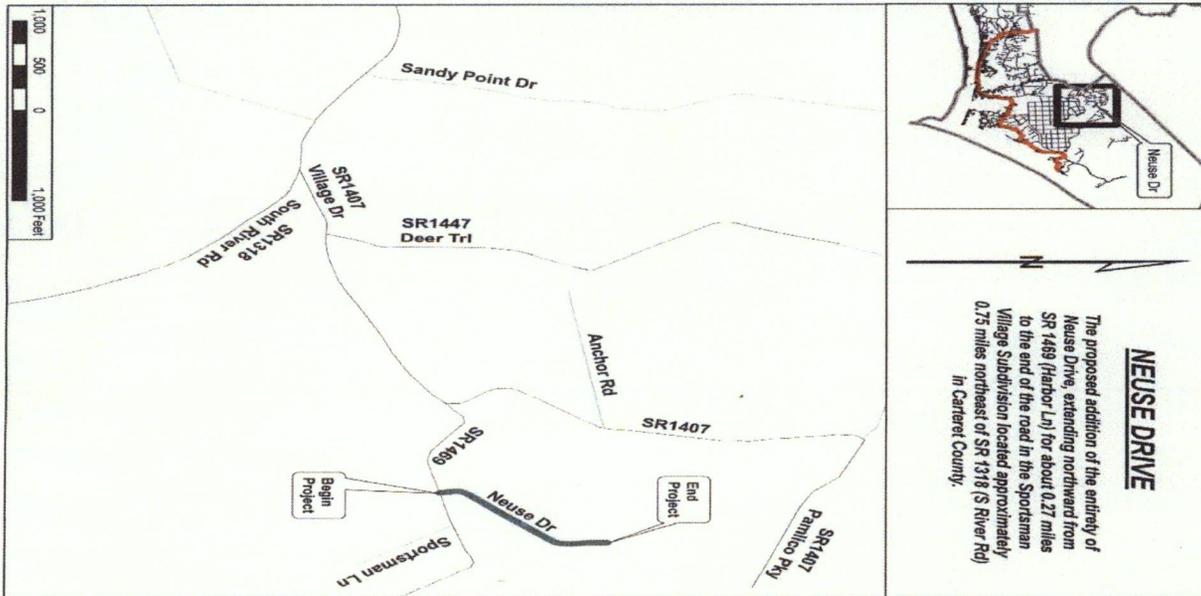
NOW, THEREFORE, BE IT RESOLVED, by the Carteret County Board of Commissioners, that the Division of Highways is hereby requested to review the above described road, and take over the road maintenance, if it meets the conditions noted above.

ADOPTED, this the 27th day of January 2020.

Bill Smith
Chairman

ATTEST

Rachel Hammer
Clerk to Commissioners



9. Approval to Award Jail Food Services Contract to Trinity Services Group

Office of the Sheriff



ASA B. BUCK, III
SHERIFF

304 CRAVEN STREET
BEAUFORT, NC 28516

PH: 252.728.8400
FAX: 252.504.4818

To: Carteret County Board of Commissioners
From: Sheriff Asa Buck *AB*
Subject: Award Jail Food Service Contract—Trinity Services Group
Date: January 27, 2020

The Sheriff's Office sent out a request for proposal for inmate food service at the Carteret County Jail.

Proposals were received from three vendors. A committee of x members reviewed and evaluated the proposals. The committee unanimously decided that Trinity Services Group Inc. submitted the most complete proposal and is in the best position to provide these services to our facility.

The new contract pricing will result in an increase beyond what we are paying the present vendor. We estimate an increase of approximately \$40,000 if the average daily population remains 135 inmates.

It should be noted however, the proposed contract will actually come close to or equal what the county was paying per meal back in 2011 before the contract was re-bid at that time.

Average daily population (ADP) in 2011 was 126 inmates at a cost of \$2.00 per meal. Under the new contract the cost per meal is \$2.00 for the population range of 135-159 inmates.

The costs per meal are on a sliding scale and factored upon inmate population.

As part of this agreement Trinity Services will also provide a \$50,000 capital investment for the purpose of making any necessary improvements to the food service equipment at the jail.

The initial contract period is for two (2) years and may be renewed for up to three (3) one (1) year terms by mutual consent.

We feel that Trinity Services Group will bring a high level of service to our facility which will benefit the inmates, the jail staff and our jail operations.

I am requesting the Board of Commissioners to approve the contract with Trinity Services Group for inmate food service.

Due to the size of this document, it is being incorporated into these minutes by reference. A full copy will be retained in the County Manager's Office

10. Acceptance of the Donation of Real Property at Harkers Island

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: January 8, 2019
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager *EF*
RE: Acceptance of Property at 1614 Island Road on Harkers Island known as Earl Davis Park from Harkers Island Fire and Rescue.

The Board of Harkers Island Fire and Rescue voted at their January meeting to donate the property that they own at 1614 Island Road to the County. This is a .12 acre waterfront parcel located towards the east end of the island and known as Earl Davis Park. Please see attached a map of this parcel.

Tax Parcel Information:		Carteret County, N.C.	
Owner: HARKERS ISLAND FIRE & RESCUE Current PIN: 734517009325000 Site Address: 0			
Mailing Address: 0			
Legal Description: LOT HARKERS ISLAND HARKERS ISLAND FIRE & RESCUE Prior PIN: 08004Q0127 City Limits: Rescue District: Fire District: HARKERS ISLAND FIRE Tax District: 8 Township: HARKERS ISLAND User: FIRE & RESCUE DEPT			
Land Value: \$145,099 NBHD: 80010 Bldg Value: \$0 Bldg Htd Sq Ft: Other Value: \$1,767 Bldg Tot Sq Ft: 0 Total Value: \$146,866 Year Built: Sale Price: \$0 Noise Level: Deeded Acres: 0.121 AICUZ Zone: Plat Ref: / GIS Acres: 0.111 Deed Ref: 504 / 184 Roll Type: E Bedrooms: Deed Date: 0 Bathrooms: Bedrooms:			
1 in = 75 Ft			
Printed January 8, 2020			
<small>This information obtained by this website is prepared for the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats, and other public records and data. Users of this information are hereby notified that the aforementioned public property information sources should be consulted for verification of the information contained on this site. Carteret County assumes no legal responsibility for the information contained on this site. Carteret County does not guarantee that the data and map services will be available to users without interruption, error, disturbance, or delay. Carteret County may modify or remove this website and access the Park at any time.</small>			

11. Approval of Proclamation in Support of National Radon Action Month

<p>Board of Commissioners Bill Smith, Chair Robin Comer, Vice-Chair Bob Cavanaugh Jimmy Farrington Mark Mansfield Jonathan Robinson Ed Wheatly</p>		<p>County Manager Tommy R. Burns Clerk to the Board Rachel B. Hammer</p>
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**PROCLAMATION
SUPPORTING NATIONAL RADON ACTION MONTH**

WHEREAS, radon is a colorless, odorless, radioactive gas that may threaten the health of our citizens and their families; and

WHEREAS, radon is the second leading cause of lung cancer in the United States, and is the leading cause of lung cancer in non-smokers; and

WHEREAS, the National Academy of Sciences estimates that up to 21,000 lung cancer deaths occur in the United States each year; and

WHEREAS, it is found that one in 15 homes across the United States has elevated radon levels; and

WHEREAS, any home may have elevated levels of radon, even if neighboring homes do not, and living in a home with an average radon level of four picocuries per liter of air poses a similar risk of developing lung cancer as smoking half of a pack of cigarettes a day; and

WHEREAS, testing for radon is simple and inexpensive and radon problems can be fixed; and

WHEREAS, the Carteret County Board of Commissioners, the United States Surgeon General, the United States Environmental Protection Agency, the North Carolina Department of Health and Human Services' North Carolina Radon Program, and the North Carolina Advisory Committee on Cancer Coordination and Control, support efforts to encourage homeowners to test their homes for radon, to have elevated levels of radon reduced; and

WHEREAS, while radon is not known to be an issue for Carteret County, this Proclamation in support of National Radon Action Month is an opportunity to educate individuals on the issue.

NOW, THEREFORE, the Carteret County Board of Commissioners does hereby proclaim January 2020 as National Radon Action Month in Carteret County, North Carolina.

ADOPTED, this the 27th day of January 2020.

 Bill Smith, Chairman
 Carteret County Board of Commissioners

Attest:

 Rachel Hammer, Clerk to the Board

12. Approval of Fiscal Year 2020-21 Budget Calendar

Board of Commissioners
 Bill Smith, Chair
 Robin Comer, Vice Chair
 Bob Cavanaugh
 Jimmy Farrington
 Mark Mansfield
 Jonathan Robinson
 Ed Wheatly



County Manager
 Tommy R. Burns
Clerk to the Board
 Rachel B. Hammer

MEMORANDUM

TO: Board of Commissioners
FROM: Tommy Burns, County Manager *Tommy R. Burns*
SUBJECT: Fiscal Year 2020-21 Budget Calendar
DATE: January 27, 2020

Attached for your consideration is the County's proposed 2020 – 2021 fiscal year budget calendar. The budget calendar is adopted annually and sets major dates for developing and adopting the County's annual operating budget. Some key dates are as follows: Board of Education's and Community College's budget requests are due to the County Manager and the Finance Director March 28th; the formal budget presentation to the Board of Commissioners is May 18th, and the public hearing is scheduled for June 1st. Also, budget workshops to review the recommended budget are not scheduled. As the spring approaches, I will schedule workshops with the Board. No date is set for budget adoption. The County's annual budget must be adopted no later than June 30th of each fiscal year.

Fiscal Year 2020 – 2021 Budget Calendar

January 27, 2020	Board of Commissioners adopt budget calendar
January 15	Staff meeting to distribute budget materials to department heads
January 15 - February 18	Departments prepare budget request
February 4	Board of Commissioners' Seminar
February 18	Departments budgets due to Finance Department
February 23 – March 31	Finance Department reviews request and prepares budget. Department budget meetings with Finance Department
April 1 – April 30	County Manager makes revisions to budget, and Finance Department prepares recommended budget
March 27	Community College and County Schools budget due to County Manager and Finance Director
May 18	Recommended budget presented to the Board of Commissioners
To be Established	Board of Commissioners to review recommended budget and conduct budget workshops
May 24	Advertise public hearing for annual budget
June 1	Public hearing for annual budget
To be adopted any time after June 1 public hearing, but before June 30	Board of Commissioners adopt annual budget

13. Approval of a USDA Emergency Watershed Protection Grant and Authorization for the Chairman to Execute the Notice of Grant & Agreement Award

PLANNING AND DEVELOPMENT

Eugene Foxworth
 Director



Beaufort Office Phone 252-728-8545
Western Office Phone 252-222-5833

MEMORANDUM

DATE: January 15, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager
RE: USDA Emergency Watershed Protection - Stream Clearing Project

The US Department of Agriculture awarded Carteret County a grant in the amount of \$403,047.00 for an Emergency Watershed Protection Stream Clearing Project. The grant's non-federal match of \$111,957.50 will be provided by the State of North Carolina. The Grant Agreement is attached. These grant funds are paid on a reimbursement basis. I am requesting approval of this agreement in order to move this project forward.

Carteret County
Budget Amendment
Fiscal Year 2019-2020
Fund: County Capital Improvements
Date: 01/27/2020

Justification: To appropriate USDA & State funding for Hurricane Florence mitigation

Fund	Description	Account Number	Increase	
County Capital Fund	Revenues	USDA	400.40.3811.200	403,047
		NC Dept of Agriculture & Consumer Services	400.40.3811.300	111,956
Total Increase in Revenues			<u>515,005</u>	
	Expenditures	Mitigation Hurricane Florence	400.40.8110.82000	515,005
Total Increase in Expenditures			<u>515,005</u>	

Chairman Board of Commissioners _____

Date: _____

Due to the size of this document, it is being incorporated into these minutes by reference. A full copy will be retained in the County Manager's Office

14. Approval of the Resolution Ordering the Tax Administrator to Advertise Tax Liens (item added as amended)

Board of Commissioners
 Bill Smith, Chair
 Robin Comer, Vice-Chair
 Bob Cavanaugh
 Jimmy Farrington
 Mark Mansfield
 Jonathan Robinson
 Ed Wheatly



County Manager
 Tommy R. Burns
Clerk to the Board
 Rachel B. Hammer

**RESOLUTION
 ORDERING THE TAX ADMINISTRATOR
 TO ADVERTISE TAX LIENS**

BE IT RESOLVED; under North Carolina General Statute 105-369(a), the Carteret County Board of Commissioners does hereby order the Carteret County Tax Administrator/Collector to advertise in a newspaper of general circulation in the County, the liens which are held by Carteret County, the Town of Cedar Point, the Town of Bogue, the Town of Beaufort, the Town of Peletier and the Town of Cape Carteret on real property.

Witness my hand and seal, this the 27th day of January 2020.

 Bill Smith, Chairman
 Carteret County Board of Commissioners

 Rachel Hammer
 Clerk to the Board of Commissioners

15. Approval to Apply for a \$15,000 Grant to the Carteret-Craven Electric Foundation (item added as amended)

Due to the size of this document, it is being incorporated into these minutes by reference. A full copy will be retained in the County Manager's Office

16. Approval to Accept the Bid from Carteret Marine Construction in the Amount of \$91,922 for the Replacement of the Straits Fishing Pier and the Authority for the County Manager to Execute the Contract and Approval of Corresponding Budget Amendment (item added as amended)

GENERAL SERVICES



Randy Cantor
Director

Office Phone 252-241-1788
Mobile Phone 252-732-4425

MEMORANDUM

DATE: 01/03/20
 TO: Board of Commissioners
 CC: Tommy Burns, County Manager
 FROM: Randy Cantor, General Services Director
 RE: Straits Fishing Pier Replacement

As you are aware, the fishing pier owned by the County at Straits was destroyed by Hurricane Florence. FEMA has agreed to fund the replacement of this facility. To ensure the resiliency of the structure it will be replaced with concrete decking. The General Services Department solicited and received 4 bids for this work. The low bidder was Carteret Marine Construction in the amount of \$91,922.00.

I am seeking Commissioner approval to accept the bid from Carteret Marine Construction, the approval providing authority for the County Manager to execute the contract, and approval of the corresponding budget amendment.

Carteret County
Budget Amendment
Fiscal Year 2019-2020

Department: Capital Improvement Fund
Date: 1/27/2020
Justification: Appropriate insurance funding for Straits Fishing Pier Replacement

Fund	Description	Account Number	Increase
Capital Improvement	Revenues	FEMA Revenue	400.80.3811.200
			<u>91,922</u>
	Total Increase in Revenues		<u>91,922</u>
	Expenditures	Straights Pier Replacement	400.80.8110.83200
			<u>91,922</u>
	Total Increase Expenditures		<u>91,922</u>

Approval Chairman, Board of Commissioners _____

Date: _____

17. Approval to Accept the Bid from L.A. Downey & Son, Inc. for \$94,041 for the Repairs to the Exterior of the County Administrative Building and Approval of the Corresponding Budget Amount (item added as amended)

GENERAL SERVICES

Randy Cantor
Director



Office Phone 252-241-1788
Mobile Phone 252-732-4425

MEMORANDUM

DATE: 01/03/20
TO: Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Randy Cantor, General Services Director
RE: Administration Building Exterior Repairs

After Hurricane Florence, it was found that the County Administration Building's exterior had sustained damages. NCACC Insurance has agreed to fund the repairs to this facility. The General Services Department solicited and received 4 bids for this work. The low bidder was L. A. Downey and Son, Inc. in the amount of \$94,041.00.

I am seeking Commissioner approval to accept the bid from L. A. Downey & Son, Inc., the approval providing authority for the County Manager to execute the contract, and approval of the corresponding budget amendment.

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Capital Improvement Fund

Date: 1/27/2020

Justification: Appropriate insurance funding for administration building repairs

Fund	Description	Account Number	Increase	
Capital Improvement	Revenues	FEMA Revenue	400.80.3811.200	<u>94,041</u>
	Total Increase in Revenues			<u>94,041</u>
	Expenditures	Straights Pier Replacement	400.80.8110.83200	<u>94,041</u>
	Total Increase Expenditures			<u>94,041</u>

Approval Chairman, Board of Commissioners _____

Date: _____

V. PUBLIC COMMENT

Crystal Haller, 143 Crissy Wright Road, Newport, N.C.: Ms. Haller stated that she is here to talk about the overpopulation again; has sent out a letter, and brought some stats in for the Commissioners. She shared that she knows we have received the Petco Grant, and that another lady spoke about this issue at the last meeting. Ms. Haller explained that there are six vets that agreed to participate with those funds that the Animal Shelter got, but staff are going to have to back track to see how many of those vouchers were actually used because four of those participating vets were basically padding their pockets. Only two of the offices out of the list honored the free voucher and just charged for the rabies shot. Austin Vets and Pet Docs were the only ones who did this without charging extra

for things like an office call or an exorbitant cost for shots. Island Cats in Cape Carteret quoted a \$90 sedation fee – wouldn't you think that sedation goes along with the spay and neuter? So how many of those vouchers that people here in Carteret County stood in line to get were actually used? So, they are going to have to back track. Maybe Commissioner Robinson, I know he goes to the meetings for the Board of Directors at the Shelter, can help look into seeing how many of those vouchers were actually used and hopefully that money is funneled back in. I try my best. Most people think when I talk about feral cats – I'm not just helping feral cats, and these are not wild cats that are out in the woods. These are ones that show up at people's homes, even the nice secretary that works over in the County Manager's Office; I helped her with some cats that showed up at her home. It's an ever-growing problem and if something's not done about it, the Shelter gets overrun. It's just heartbreaking to see all the animals in there. If any of you went to the Shelter, you know what I'm talking about. Ms. Haller distributed some handouts with statistics from the U.S. Humane Society to the Commissioners, and mentioned that one \$5,000 grant is not going to go very far. Commissioner Mansfield stated that they would look into it.

VI. UPDATE ON THE CARTERET COUNTY GOLD STAR FAMILIES MEMORIAL

Ms. Maria Myers shared that she did raise the funds to have the Gold Star Memorial built and thanked Commissioners for the spot on the Courthouse grounds to place the memorial. Ms. Myers introduced a representative from the Hershel "Woody" Williams Medal of Honor Foundation, Mr. Alex Nauert to respond to any questions from Commissioners. Mr. Nauert stated that he is with the Hershel "Woody" Williams Medal of Honor Foundation; Woody is basically my grandfather, just unofficially; his mission and his heart and soul and passion is to recognize those Gold Star family members. We are all excited that one is going to be going here in Carteret County. Mr. Nauert shared that they have memorials in 45 States and recently became international with a project in Guam. We are so excited Miss Maria has secured the funds. Mr. Nauert provided additional information on the Foundation. Ms. Meyers explained that she did not do it all herself and had another Gold Star Mother that helped her – Ms. Slape. Ms. Myers also credited others that helped her. Commissioner Comer asked about the timeline for construction. Mr. Nauert stated that it will take about 128 days for the monument to get to the United States; we can then adjust our timeline based on the needs for dedication, etc. Mr. Nauert stated that they only use a particular kind of granite and it comes from India. He stated that the shortest timeframe he has seen has been three or four months. Mr. Nauert stated that they would do everything they can to reach the May dedication date and feels pretty confident that they can do that.

VII. FY2019 ANNUAL AUDIT PRESENTATION

Mr. Robbie Bitner, on behalf of RSM, thanked the Commissioners for allowing them to serve the County. Mr. Bitner thanked Ms. Dee Meshaw and her staff for putting the book together; it is no easy task. He explained that as auditors, they can issue four types of opinions on financial statements: adverse, scope limitation (abstain from providing an opinion), modified opinion, and an unmodified or clean opinion, which is the highest level

of assurance they can provide. He shared that the County did earn a clean opinion this year. In addition to their opinion on financial statements, in accordance with government auditing standards, they are required to issue a report on internal controls and compliance. This particular report – any material, non-compliance with laws, regulations, contracts, or grants – they are required to report. They are also required to report any significant deficiencies in material weaknesses and internal controls. The material weakness in internal control is a weakness in controls that either has failed or could potentially fail that would result in a material statement to the financial statements. Significant deficiency, while not as severe as a material weakness, still warrants attention. We did have one material weakness this year related to the recording of FEMA revenue – that material weakness was just a timing issue. FEMA has very intricate rules on how you record their grants and which year it falls in to. It was recorded in FY19 when it should have been recorded in FY20. Overall it was not a huge deal, just a simple timing issue.

In addition to our internal control and compliance report, we also perform audits under the uniform guidance in the State Single Audit and Implementation Act, which are for the County's grants from both the Federal Government in the case of uniform guidance and the State, in the case of the State Single Audit Implementation Act. Here we provide our opinion on whether or not the County has fairly complied, and materially complied with all requirements of Federal and State grants for major programs. Mr. Bitner shared that he was happy to say that both of the opinions related to those grants - both Federal and State – are an unmodified opinion.

They are also required to report any significant deficiencies or material weaknesses in internal control over compliance. They did have one material weakness this year related to medical assistance eligibility determination where several of the files did not have the appropriate or correct information in them; however, no ineligible person received benefits.

Hearing no questions from Commissioners, Mr. Bitner stated that the last part of the presentation is another letter that you have; this letter should have been sent in your last Board packet. The letter is what we consider as our AU-C 260 communication to those charged with governance. These are required communications with the Board regarding significant audit matters. Mr. Bitner shared information from the letter and stated that they did not have any disagreements with management – we did several audit adjustments, one related to the FEMA correction; the others were very minor in detail. There were no questions from Commissioners about the communication letter.

Mr. Bitner shared that he wanted to mention one last thing that is coming down the pipe which is GASB Statement #87 related to leases. This particular statement will change significantly how leases are recorded and tracked throughout the County. While it may not have an effect from a budgetary perspective and overall appropriation, it will take a significant amount of time for someone to go through and accumulate everything that GASB now considers a lease and put those items together. You're going to record an asset on the books for anything that is a lease, and you will record a corresponding liability. Overall your net position will not change, but the recording of those items will.

This is for FY21 – just letting you know now, there will be resources needed to go after the completeness of these lists and make sure that you're recording everything appropriately.

There were no follow-up questions from the Commissioners.

VIII. PUBLIC HEARING – ROAD NAME CHANGE

Ms. Maureen Dougherty explained that the owner of Hilan Terrace Mobile Home Park in Newport is requesting the street name change from Hilan Terrace Lane to Highland Terrace. This is located in the northern part of Newport between Chatham Street and West Railroad Boulevard. If the change is approved by the Board of Commissioners, we will update the 911 system and street index system to reflect the change. Commissioner Cavanaugh asked if there was any reason for the name change. Ms. Daugherty stated that she thought it was a personal preference.

Motion: Commissioner Mansfield made a motion to go into Public Hearing; seconded by Commissioner Comer. **Motion passed unanimously.**

No one wished to speak in the public hearing.

Motion: Commissioner Comer made a motion to go out of Public Hearing; seconded by Commissioner Farrington. **Motion passed unanimously.**

Motion: Commissioner Mansfield made a motion to change the road name from Hilan Terrace Lane to Highland Terrace in Newport, North Carolina; seconded by Commissioner Comer. **Motion passed unanimously.**

INFORMATION TECHNOLOGY

Ray Hall, CGCIO
IT Director
Information Technology



252-728-8506
ray.hall@carteretcountync.gov
<http://www.carteretcountync.gov>

To: Board of Commissioners
From: Ray Hall, IT Director
Date: 12 December 2019
Subject: Public Hearing – Road Name Change – Change “Hilan Terrace Lane” to “Highland Terrace” in Newport

The owner of the property located at 110-122 Hilan Terrace Lane has submitted a request to change the street name that currently serves Hilan Terrace Mobile Home Park. The proposed new name for the road is “Highland Terrace”. This name does not duplicate any other road name in the county. The households on this road will be addressed off of the new road. This change will be presented in a Public Hearing pursuant to the County’s Road Name and Addressing Ordinance (Section 16-7) and N.C.G.S. § 153A 239.



INFORMATION TECHNOLOGY

Ray Hall, CGCIO
IT Director
Information Technology



252-728-8506
ray.hall@carteretcountync.gov
<http://www.carteretcountync.gov>

PUBLIC NOTICE

Pursuant to Chapter 153A 239.1 of the North Carolina General Statutes, the Carteret County Board of Commissioners will hold a public hearing on January 27, 2020 at 6:00 p.m. in the Board of Commissioners' Meeting Room in the Administration Building at Courthouse Square in Beaufort to consider the Road Name Change of Hilan Terrace Lane to Highland Terrace in Newport, NC. Copies of the proposed changes are available for public inspection in the Carteret County Information Technology Department located at the Administration Building, 302 Courthouse Square, Beaufort.

Ray Hall
Information Technology Director

Advertise: Carteret County News-Times
Wednesday, January 15, 2020
Sunday, January 26, 2020

IX. CONTINUED DISCUSSION/FINANCIAL IMPLICATIONS: SOUTH RIVER FIRE & EMS

**COUNTY OF CARTERET
DEPARTMENT OF EMERGENCY SERVICES**

Stephen Rea
Emergency Services Director



Office 252-222-5841
Mobile 252-241-1630
stephen.rea@carteretcountync.gov

TO: Board Commissioners
FROM: Stephen Rea, Emergency Services Director
SUBJECT: South River-Merrimon EMS
DATE: Thursday January 9, 2020

At the November 18, 2019 Board of Commissioners meeting, I presented to you that South River-Merrimon Fire and EMS decided that they would no longer provide EMS coverage for the South River-Merrimon EMS district. During that presentation I provided three solutions to providing service to the district they are as follows:

1. Remove the County Medic at Davis and hire three (3) EMTs.
2. Continue with the County Medic at Davis. Hire three (3) Paramedics and three (3) EMTs.
3. Contract with Beaufort EMS.

Each of these are viable options with pros and cons as stated during my presentation.

I was asked to research the financial impact this project would put on the budget for the County. With the removal of the County Medic at Davis for the first year it will be an impact of \$468,130.09. With the continued service of the County Medic at Davis for the first year, it will be an impact of \$696,259.64. Contracting with Beaufort EMS for the first year it will be an impact of \$75,000.

Mr. Stephen Rea, Director of Carteret County Emergency Services, provided additional information on South River requesting to give up their EMS and shared that Commissioners had asked that he come back and provide some financial figures. Mr. Rea provided an overview on the presentation shown below.

	<ul style="list-style-type: none"> • Statistics for 2019 <ul style="list-style-type: none"> • Number of emergency calls for Davis County Medic 1 • Number of transports for Davis County Medic 1 • Number of emergency calls for South River-Merrimon EMS • Number of transports for South River-Merrimon EMS
--	---



- Personnel cost without Removal of Davis County Medic 1
 - Hourly rate for EMT
 - Yearly rate
 - Increase to budget

Title	Hourly Rate	Annual Salary	Scheduled Overtime	FICA	NC Retirement	401K	Health Insurance	Total
EMT Basic	\$14.18	\$29,496.32	\$28,800.00	\$4,309.67	\$5,083.56	\$2,814.82	\$7,465.00	\$75,966.36
Paramedic	\$15.03	\$31,286.09	\$28,408.70	\$4,564.97	\$5,388.45	\$2,983.84	\$7,465.00	\$80,074.85
Total EMT Basic FT (3)								\$227,899.09
Total Paramedic FT (3)								\$240,224.55
EMT Basic PT	\$14.18							\$14,038.20
Paramedic PT	\$16.00							\$15,840.00
Total EMT Basic PT (3)								\$70,191.00
Total Paramedic PT (3)								\$47,520.00
Total EMT Basic Salary Budget								\$296,090.09
Total Paramedic Salary Budget								\$287,744.55
Total Increase to Budget for Personnel								\$565,834.84

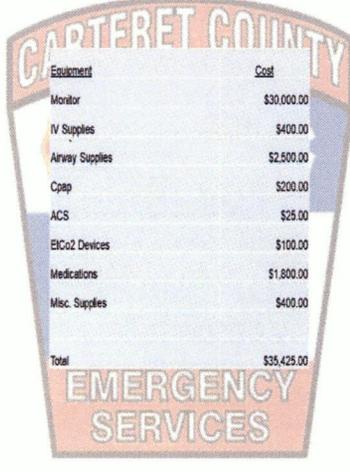


- Personnel cost with Removal of Davis County Medic 1
 - Hourly rate for EMT
 - Yearly rate
 - Increase to budget

Title	Hourly Rate	Annual Salary	Scheduled Overtime	FICA	NC Retirement	401K	Health Insurance	Total
EMT Basic	\$14.18	\$29,496.32	\$28,800.00	\$4,309.67	\$5,083.56	\$2,814.82	\$7,465.00	\$75,966.36
Total EMT Basic FT (3)								\$227,899.09
EMT Basic PT	\$14.18							\$14,038.20
Paramedic PT	\$16.00							\$15,840.00
Total EMT Basic PT (5)								\$70,191.00
Total Paramedic PT (3)								\$47,520.00
Total EMT Basic Salary Budget								\$345,610.09
Total Paramedic Salary Budget								\$47,520.00
Total Increase to Budget for Personnel								\$393,130.09



- Equipment Cost
 - With Removal of Davis County Medic 1
 - Without Removal of Davis County Medic 1



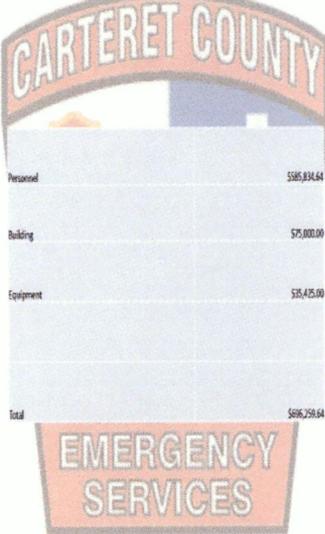
Equipment	Cost
Monitor	\$30,000.00
IV Supplies	\$400.00
Airway Supplies	\$2,500.00
Cpap	\$200.00
ACS	\$25.00
EiCo2 Devices	\$100.00
Medications	\$1,800.00
Misc. Supplies	\$400.00
Total	\$35,425.00



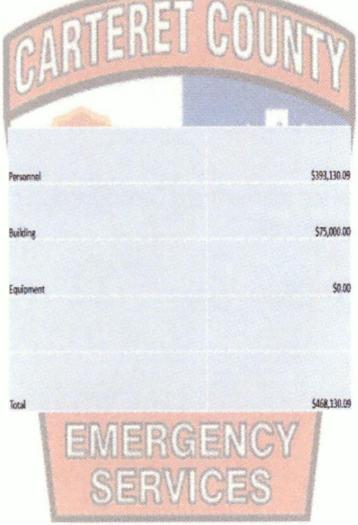
- Building Cost
 - Build out existing building \$75,000
 - Two bunkrooms to accommodate 24/7
 - Add shower facility
 - Upgrade septic



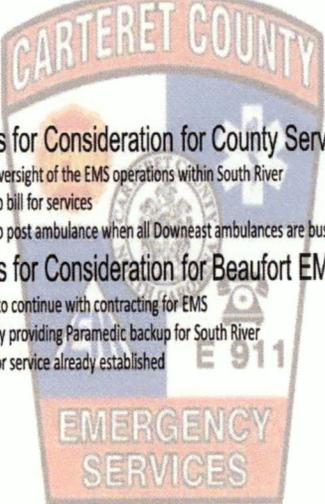
- Total Budget Impact
 - With Removal of Davis County Medic
 - Without Removal of Davis County Medic



Personnel	\$585,834.64
Building	\$75,000.00
Equipment	\$25,425.00
Total	\$686,259.64



Personnel	\$393,130.09
Building	\$75,000.00
Equipment	\$0.00
Total	\$468,130.09



- Benefits for Consideration for County Service
 - Better oversight of the EMS operations within South River
 - Ability to bill for services
 - Ability to post ambulance when all Downeast ambulances are busy
- Benefits for Consideration for Beaufort EMS
 - County to continue with contracting for EMS
 - Currently providing Paramedic backup for South River
 - Billing for service already established



Questions?

Equipment	Cost
Monitor	\$30,000.00
IV Supplies	\$400.00
Airway Supplies	\$2,500.00
Cpap	\$200.00
ACS	\$25.00
EtCo2 Devices	\$100.00
Medications	\$1,800.00
Misc. Supplies	\$400.00
Total	\$35,425.00

Personnel	\$585,834.64
Building	\$75,000.00
Equipment	\$35,425.00
Total	\$696,259.64

Mr. Rea shared that with the removal of the Davis Medic, we are looking at a \$696,259 budget impact; that is with the building, equipment and personnel. Without the removal, we are looking at a budget impact of \$468,130. Mr. Rea discussed some of the benefits to both the County and Beaufort. Mr. Rea stated that we would have a better oversight of the EMS operations within South River; we would have the ability to bill for services in South River, and the ability to post an ambulance when all Down East ambulances are busy. The benefits for Beaufort to consider is they already provide paramedic back-up for South River and they already have a billing service established. Mr. Rea confirmed that Beaufort is willing to do it and an additional thing to be considered which is more of a negative, is that they would probably come and request a rescue tax be put in the South River area to help offset costs. Mr. Rea responded to questions from Commissioners.

Commissioner Comer confirmed that they are not getting out of fire as of yet; it is just EMS. Commissioner Comer confirmed that they are currently charging six cents tax in that area for Fire & EMS. Mr. Rea stated that it is considered a fire tax. Commissioner Comer stated that if we go with Beaufort; has Mr. Rea looked at what it would take to run their fire department. Mr. Rea stated that he has not looked at those costs, but in speaking with their Chief, it takes all the money they get from their taxes to run their fire department. Mr. Rea stated that they are looking at a total of 75 calls a year between fire and EMS; it would probably be less than 30 calls a year for fire. Commissioner Comer stated with the numbers being shared for the cost, it appears that the only viable option is working out something with Beaufort; Mr. Rea agreed. Mr. Rea shared that the \$75,000 would be for us to go in and do the building cost alone for Beaufort; they do not have the money to build-out that building. Commissioner Mansfield stated that we would then need a rescue tax in order to raise some additional revenue to give to Beaufort to offset their expenses. Mr. Rea shared that one of the thought processes is possibly lower their fire tax and increase it to a rescue tax. Commissioner Comer stated that going with Beaufort is probably the only option we have for EMS, but there needs to be a discussion with what is happening on the fire side; how much money will it take to operate it and how much of it could roll over to the \$75,000 because that it is going to dictate what the EMS tax is; they raise about \$17,000 a penny; \$75,000 is roughly five cents. Commissioner Mansfield stated we should keep in consideration that it is just the capital piece; it is not the operating piece. Mr. Rea confirmed that the \$75,000 is just a one-time fee to build out the building. Commissioner Comer stated that we need to talk about those numbers now so we do not

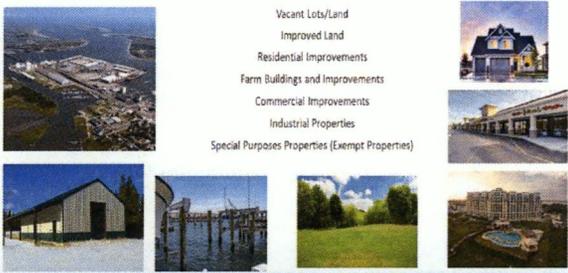
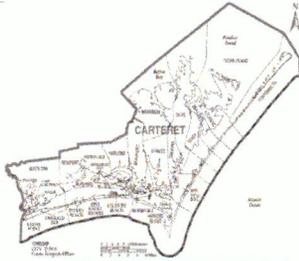
get into the Fire & EMS discussions and start haggling over opinions. Commissioner Comer stated that he would defer to Commissioner Robinson for the final opinion since it is his district. Commissioner Robinson shared that he feels that they have been anticipating an increase in taxes for EMS services for a while.

Mr. Rea stated that he would provide additional information to Commissioners on the fire department side of the issue.

X. UPDATE ON THE 2020 PROPERTY REAPPRAISAL

Ms. Sarah Davis, Carteret County Tax Director, thanked the Commissioners for allowing her to be here tonight to give an update on the 2020 revaluation. She thanked her staff, and her Real Estate staff, and recognized her staff for their hard work and dedication on this project. She shared that they have been working on this since before Ms. Davis joined the team and that she was proud of them for working through pulling off a project of this size along with a change in leadership in the middle. She thanked them again for their countless hours and dedication to this project. Mr. Davis stated that although their revaluation will not be perfect or flawless because none of them ever are, her team is dedicated to helping the taxpayers of Carteret County in finding a fair and equitable value for all of the real estate here in the County.

Ms. Davis provided an overview of her revaluation presentation shown below:

<p style="text-align: center;">2020 Revaluation</p> <p style="text-align: center;">CARTERET COUNTY TAX ADMINISTRATION</p> 	<p style="text-align: center;">What is a Revaluation?</p> <p>A revaluation is a mass appraisal of all real property within an assessment jurisdiction (Carteret County)</p> <p>A reappraisal program seeks to eliminate any assessment inequities that may have developed since the implementation of a previous reappraisal (Last reappraisal was January 1, 2015)</p> <p>Real property should reflect the current market value as of a specific date (January 1, 2020)</p>
<p style="text-align: center;">Real Property Types</p>  <ul style="list-style-type: none"> Vacant Lots/Land Improved Land Residential Improvements Farm Buildings and Improvements Commercial Improvements Industrial Properties Special Purposes Properties (Exempt Properties) 	<p style="text-align: center;">Carteret County Parcel Structure</p> <p style="text-align: center;"><i>Total parcels: 60,976</i></p> <ul style="list-style-type: none"> Residential: 57,200 Commercial: 1,945 Multi-Family: 34 Industrial: 23 Exempt: 1,640 Agriculture, Horticulture & Forestry: 74 Other: 60 

2020 Carteret County REAL PROPERTY VALUES

Preliminary Real Estate Values

Carteret County	2015	2019	2020
Assessed Real Value	16,964,326,881	17,278,329,164	19,051,248,345
Percent Change	-	1.85%	10.26%
Taxable Real Value	13,180,430,162	13,508,398,328	15,672,961,960
Percent Change	-	2.49%	16.02%

Real Property Structure

Real Property Structure	2019	2020	% Change
Residential	12,381,693,755	13,845,835,601	11.83
Multi-Family	10,662,978	11,178,007	4.83
Commercial	1,177,143,216	1,865,486,197	58.48
Industrial	38,274,243	36,810,922	-3.82
Exempt	3,278,564,618	3,196,651,020	-2.50
Agriculture, Horticulture & Forestry	14,864,213	15,386,781	3.52
Public Utility	297,140,094	-	-
Other	79,986,047	79,899,817	-0.11
Total	17,278,329,164	19,051,248,345	10.26

Townships

Townships	2019	2020	% Change
Cedar Island	59,779,622	61,248,628	2.12
Atlantic	489,724,835	480,828,432	-1.82
Sea Level	55,388,993	47,775,115	-13.75
Sea	228,174,981	218,838,424	-4.07
Ducks	71,248,428	74,628,138	4.75
Orange	461,246,037	486,121,207	5.37
Marshallburg	44,546,112	42,486,722	-4.62
Stokers Island	528,748,986	528,562,077	-0.03
Stokes	222,024,891	222,368,441	0.15
Mechanic	394,728,138	407,468,071	3.23
Broadbeach (Outside City Limits)	450,028,018	448,428,321	-0.37
Harlowe	222,024,891	222,368,441	0.15
Marshallburg City (Outside City Limits)	1,478,244,167	1,507,444,163	1.97
Newport (Outside City Limits)	273,027,112	278,224,751	1.90
Mill Creek	491,724,447	511,028,029	3.97
North River	451,041,051	451,028,029	-0.03
Northwest	322,421,227	322,421,227	0.00
Memorials/Broadbeach/Seaside/Whitwell 1/2	100,728,244	1,100,028,029	9.92
Town of Absecon City (City Limits)	2,282,421,227	2,282,421,227	0.00
Town of Atlantic Beach	1,829,728,461	1,792,228,351	-2.08
Town of Pine Beach Shores	422,027,361	422,027,361	0.00
Town of Indian Beach	422,027,361	422,027,361	0.00
Town of Newport (City Limits)	222,421,227	222,421,227	0.00
Town of Emerald Isle	41,128,029	41,128,029	0.00
Town of Emerald Isle	2,282,421,227	2,282,421,227	0.00
Town of Cape Codder	282,421,227	282,421,227	0.00
Town of Blaine	222,421,227	222,421,227	0.00
Town of Cedar Point	222,421,227	222,421,227	0.00
County Total	17,278,329,164	19,051,248,345	10.26

Fire Districts

Fire Districts	2019	2020	% Change
Harkers Island Fire	827,802,878	825,721,588	-0.25
Atlantic Fire	448,526,021	440,828,432	-1.72
Stacy Fire	243,201,144	236,028,608	-2.95
Ducks Fire	438,984,826	437,883,069	-0.23
Marshallburg Fire	208,402,729	195,286,755	-6.30
Orway Fire	247,442,142	238,728,858	-3.55
Mill Creek Fire	71,121,823	77,541,536	9.03
Harlowe Fire	304,883,819	310,576,821	1.87
Mitchell Village Fire	489,028,954	481,474,436	-1.56
Broad/Gales Creek Fire	785,562,395	817,305,015	4.00
Wildwood Fire	620,802,918	626,884,040	0.98
Newport Fire	495,105,862	438,447,105	-11.66
Western Carteret Fire	1,141,935,082	2,027,095,104	77.52
Stokes Fire	214,526,021	222,368,441	3.65
Stokers Path Fire	83,317,819	82,187,806	-1.33
Beaufort Fire	554,298,045	547,024,190	-1.32
Sea Level Fire	62,141,147	53,838,702	-13.36
North River Fire	399,028,324	392,599,729	-1.63
Cedar Island Fire	54,213,675	53,134,636	-1.87
South River/Marrinson Fire	380,085,371	358,024,225	-5.79
Total	6,979,424,722	7,816,744,433	11.30

EMS Districts

Rescue Districts	2019	2020	% Change
Orway Rescue	831,754,917	804,273,182	-3.30
Western Carteret Rescue	1,354,561,415	2,231,564,590	64.74
Mill Creek Rescue	173,630,571	188,118,377	8.34
Beaufort Rescue	1,587,730,328	1,801,541,417	13.47
Sea Level Rescue	849,105,740	831,440,380	-2.08
Broad/Gales Creek Rescue	785,562,395	817,305,015	4.04
Mitchell Village Rescue	466,584,844	481,474,436	3.19
Total	6,048,930,210	7,155,717,397	18.30

Water Districts

Water Districts	2019	2020	% Change
Beaufort	368,197,762	371,539,119	0.91%
North River	45,709,236	41,766,474	-8.63%
Harlowe	32,585,631	33,695,252	3.41%
Mill Creek	68,836,173	75,610,292	9.84%
Newport	2,819,464	2,264,263	-19.69%
Total	518,148,266	524,875,400	1.30%

Beach Nourishment Districts

Beach Nourishment	2019	2020	% Change
Pine Knoll Shores Ocean Front	328,679,426	445,950,978	24.33%
Pine Knoll Shores Non-Ocean Front	539,297,960	581,808,227	7.88%
Emerald Isle Ocean Front	688,992,695	795,070,939	15.40%
Emerald Isle Non-Ocean Front	2,019,692,177	2,227,285,394	10.28%
County	19,705,376	19,258,692	-2.27%
Indian Beach Ocean Front	224,972,993	262,660,297	16.75%
Indian Beach Non - Ocean Front	175,581,103	187,787,510	6.95%
Total	4,026,921,730	4,519,822,037	12.24%

Bogue Banks vs. Mainland

	2019	% of Total Value	2020	% of Total Value	Percent Value Change
Bogue Banks	5,543,926,837	32.34%	6,262,838,696	32.87%	12.97%
Mainland	11,600,339,942	67.66%	12,788,409,649	67.13%	10.24%
Total	17,144,226,779	100%	19,051,248,345	100%	11.12%

2020 Carteret County Budget Estimate

	2019	2018	2020 Estimate		
Full Assessed R/E	16,964,226,881	17,278,329,164	19,051,248,345		
Full Assessed PP	531,592,911	660,666,466	673,879,798		
Total Assessed Value (Does not include MWR)	17,495,919,792	17,938,995,630	19,725,128,143		
Assessed Value Percent Change		2.53	9.96		
Total Taxable R/E	13,180,430,162	13,508,398,328	15,672,961,960		
Total Taxable PP	478,801,515	656,385,555	665,513,266		
Total Taxable Public Utilities	142,852,235	146,880,056	145,000,000	Withhold 10% For Appeals	Total
Grand Total All Taxable Property (Includes Land Development Fees and Schedules)	13,802,083,912	14,311,663,939	16,487,473,226	717,583,129	16,269,894,097
Taxable Property Percent Change		3.69	15.30		13.68

** For Estimation Purposes Only **

2020 Value Notices

Value Notices

- All 60,976 parcels will receive a notice reflecting their new 2020 value
- We are expecting them to reach taxpayers between February 5th – February 12th
- We have an appeal team prepared and ready to work with taxpayers to establish accuracy and equity of their real property
- Taxpayers who find discrepancies with their 2020 Value Notice are encouraged to file an appeal online or contact our office for assistance
- We are expecting a high volume of phone calls once the notices are sent and have worked with our IT department to channel calls into all phone lines in our office

Key Dates

Effective Date of Revaluation	January 1, 2020
Revaluation Notice Mail Date	February 5 – 12, 2020
Information Meetings with Taxpayers	February - March
Board of Equalization and Review	Hearings begin April 6, 2020
Deadline to Submit Real Property Appeal	May 6, 2020 at 5p.m.
First Tax Bills Mailed Impacted by Revaluation	August 2020

Contact Information

CARTERET COUNTY TAX ADMINISTRATION
 TAX ADMINISTRATOR
 SARAH DAVIS
 302 COURTHOUSE SQUARE
 BEAUFORT, NC 28516

HOURS: 8:00 AM – 5:00 PM
 252-728-8485 OFFICE
[HTTPS://WWW.CARTERETCOUNTYTAX.COM](https://www.carteretcountytax.com)

Ms. Davis shared that they felt comfortable sharing these numbers, but are still working on a few clean-up reports; it could change. Ms. Davis responded to questions from Commissioners.

Commissioner Mansfield confirmed that with Bogue Banks, when you take out the non-taxable items, Bogue Banks probably contributes closer to 40% of the revenue to the County. Ms. Davis confirmed.

Commissioner Wheatly asked Ms. Davis if she ever got people accusing them of assessing too low. She shared that when folks want to sell the property, that's the case.

Commissioner Farrington asked about us holding off the revaluation because of damaged properties and homes; what is done when a home is torn down. Ms. Davis explained that if someone calls and lets them know, they place a storm damage adjustment on their home; they send an appraiser out to try and figure out what percentage of the home is damaged. The property is then classified as new construction/permit work and every year they check on that property. For some of them, they received demo permits and that is when you completely take the structure off the tax card. Ms. Davis shared that they are still receiving storm damage claims and will continue to accept those; and expect when the value notices go out, they will receive even more storm damage claims.

Commissioner Farrington inquired about the option to partially pay on tax notices; Ms. Davis explained that it is always an option available to our citizens; explained that vouchers had been sent out this year so that if you wanted to pay in installments, you could. Commissioner Farrington asked when they started doing that. Ms. Davis replied that it was this year, and that you can pay partial or the full amount. Commissioner Farrington shared that he thought this would be very helpful to people.

Commissioner Wheatly asked what the interest was on a late bill. Ms. Davis shared that interest on a late bill is 2%; every month after that, it is a quarter of a percent.

Ms. Davis thanked Commissioners again for allowing her to present this information. Commissioner Farrington complimented the Western Office and his experiences paying taxes within that office; Ms. Davis replied that she can't take credit for the Western Office, those are Mr. Foxworth's employees; we appreciate their help. Ms. Davis stated that she looked forward to working with the citizens of Carteret County over the next few months and thanked Commissioners again.

XI. MANAGER'S REPORT

County Manager Tommy Burns thanked Ms. Davis and the staff in our Tax Department for their continued hard work. Mr. Burns announced that Ms. Leslie Mason will be starting February 17th as the County Librarian. She comes to Carteret County from Caldwell County as their Library Director. She has worked extensively with the previous library director, Ms. Susan Simpson, who is helping with the transition in a part-time capacity. He shared that he and Ray Hall, IT Director, met with the regional Chairman and regional interim Director on the transition to a County system. Mr. Burns thanked Commissioners for approving two projects on the Consent Agenda: the Straits Fishing Pier and the Administration Repairs, these are two projects left over from the Hurricane. Mr. Burns shared that he hopes to finish up a couple of other projects soon which would conclude Hurricane-related repair projects around the County. Lastly, he shared that they have been fortunate to receive a good audit report year after year since he has been here, thanks to Ms. Meshaw and the Finance Department staff. Mr. Burns stated that this is her 25th year with the County and that she has put a lot of time in; has helped him out a lot through the years. Mr. Burns complimented Mr. Gene Foxworth for his work on the Stroud property – he's got a quote on a board in his office that says, "What have you done

on the Stroud property today?” Mr. Foxworth has lived that for the last year or so. Mr. Burns shared that he appreciates the dedication he has shown to get to these final stages.

XII. APPOINTMENTS

Beaufort Board of Adjustment (County ETJ)

Commissioner Robinson recommended the appointment of Ms. Virginia Cuthrell for a vacant three-year term; nomination carried.

Beaufort Planning Board (County ETJ)

Commissioner Wheatly recommended the appointment of Mr. Aaron Willis for a vacant two-year term; nomination carried.

Carteret County Beach Commission

Commissioner Farrington recommended the appointment of Mr. Larry Baldwin as the At-Large Representative for a three-year term; recommended Mayor Ken Jones as the Pine Knoll Shores Representative; stated that Mr. John Wootten (Emerald Isle Representative) does not wish to continue to serve, and Commissioner Farrington recommended Mr. Tom Rule as the Emerald Isle Representative; nominations carried.

Nursing Home Advisory Committee

Commissioner Mansfield recommended the appointment of Ms. Kim Abbott for a vacant initial one-year term; nomination carried.

Peer Recovery Center

Commissioner Mansfield recommended the appointment of Mrs. Rachel Hammer for a two-year term; nomination carried.

Senior Center Advisory Board

Commissioner Robinson recommended the appointment of Ms. Cherry Tripp for a two-year term; nomination carried.

Zoning Board of Adjustments

Commissioner Comer recommended the re-appointment of Mr. Sean Burke for an additional three-year term; nomination carried.

XIII. COMMISSIONER COMMENTS

Commissioner Comer shared that he would like to “ditto” the comments about the Stroud property; it will be a great asset to the County. Mr. Foxworth has worked very hard on it; he appreciates all the work that has been done - government work can take a lot of time and it’s nice to see something get close to the end.

Commissioner Robinson congratulated Ms. Dee Meshaw and the Finance Department on the audit report that they received, stated that it was assuring to the County that they have a responsible fiscal mind. He recognized the effort that Mr. Gene Foxworth has done

and Mr. Burns, and a lot of people have done a lot of work and we appreciate the hard work. Commissioner Mansfield thanked Ms. Meshaw and all her staff for getting them a good report with the auditor report; she does a good job looking after the money. Thanked Ms. Davis and the Tax Department staff; coming in new you've got to try and figure out all the historical stuff that's going on and to have a big change; hats off to her and her Department. We know Mr. Foxworth always does a good job. Mr. Rea did a great presentation tonight; we've got Ms. Holman here. The Health Department and Social Services works hard and handles challenging work every day. Commissioner Mansfield thanked the rest of the County employees, our Sheriff, and thanked the citizens of the County that make it the #1 County in North Carolina.

Chairman Smith thanked staff, thanked Ms. Davis and the Tax Department staff, thanked Ms. Meshaw and the Finance Department staff. He shared that he recently got a quote from a friend that he'd like to read: "People are often unreasonable, irrational, and self-centered; forgive them anyway. If you are kind, people may accuse you of selfish ulterior motives; be kind anyway. If you are successful, you'll win some unfaithful friends and some genuine enemies; succeed anyway. If you are honest and sincere, people may deceive you. Be honest and sincere anyway. What you spend years creating, others could destroy overnight; create anyway. If you find serenity and happiness, some may be jealous; be happy anyway. The good you do today will often be forgotten; do good anyway. Give the best you have and it will never be enough; give your best anyway. And the final analysis is between you and God, it has never been between you and them anyway," – Mother Theresa. Chairman Smith stated that he'd like to add his own: they don't want you to be President, be President anyway.

Motion: Commissioner Mansfield made a motion to go into closed session; seconded by Commissioner Cavanaugh. **Motion carried unanimously.**

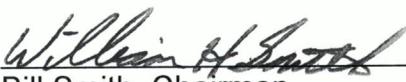
XIV. CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11 FOR THE PERMITTED PURPOSE OF DISCUSSING (A) (1) CONFIDENTIAL INFORMATION (APPROVAL OF THE OCTOBER 21, 2019 & OCTOBER 24, 2019 CLOSED SESSION MINUTES), AND (A)(5) CONTRACT NEGOTIATIONS

Motion: Commissioner Smith moved to return to regular session; Commissioner Robinson seconded. **Motion carried unanimously.**

XV. ADJOURNMENT

Motion: Commissioner Mansfield moved to adjourn; Commissioner Cavanaugh seconded. **Motion carried unanimously.**


 Rachel Hammer, Clerk to the Board


 Bill Smith, Chairman