COUNTY OF CARTERET
BOARD OF COMMISSIONERS
REGULAR SESSION
COMMISSIONERS' BOARD ROOM
APRIL 16, 2012

The Honorable Carteret County Board of Commissioners sat in regular session on April 16, 2012. Present were: Chairman Robin Comer, Commissioners Holt Faircloth, Doug Harris, Pat Joyce, Greg Lewis, Jonathan Robinson and Bill Smith.

Commissioner Lewis arrived at 6:45 p.m.

I. MEETING CALLED TO ORDER

Chairman Comer called the meeting to order. All present recited the Pledge of Allegiance. A moment of silence was observed.

II. CONFLICT OF INTEREST/CELL PHONE STATEMENT

Chairman Comer called for any conflicts of interest by the Board and asked that all cell phones be turned off. There were no conflicts of interest.

III. ADOPTION OF AGENDA

Motion-Commissioner Harris moved to adopt the agenda as presented. Commissioner Smith seconded. **Motion carried unanimously**.

The agenda was as follows:

CARTERET COUNTY
BOARD OF COMMISSIONERS
REGULAR SESSION
COMMISSIONERS' BOARD ROOM
APRIL 16, 2012
6:00 P.M.

I.	Meeting Called to Order/Pledge of Allegiance/Invocation	Chairman Comer
II.	Conflict of Interest/Cell Phone Statement	Chairman Comer
III.	Adoption of Agenda	Board
IV.	Consent Agenda	Board

1. Approval of 3/13/12 and 3/19/12 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
3. Budget Amendments
   a. Cooperative Extension-$1,500 (Appropriate Farm Bureau Donation)
   b. Board of Education-$1,245,810 (Transfer from General Fund to Project Fund)
   c. Board of Education-$1,402,863 (Adjust and Close Various Bond Projects)
   d. Department of Social Services-$28,324 (Appropriate Additional LIEAP Funding)
   e. Health Department-$6,597 (Appropriate Additional Funding)
4. Resolution Authorizing the 2010 QSCB Proceeds to be used for Qualifying Projects
5. Approval of Authorization for the Assistant Finance Director to Perform the Pre-audit Process
6. Approval of FY 2012 Audit Contract with McGladrey & Pullen, LLP
7. Resolution Awarding a CDBG-SS Program Housing Rehabilitation Contract to Robert P. Cunningham Construction, Inc.
8. Approval of FY 2013-17 Airport Transportation Improvement Program (TIP)
9. Resolution of Support for Marine Corps Air Station-Cherry Point, Fleet Readiness Center East, and The F-35B Joint Strike Fighter

V.	Public Comment	
VI.	Public Hearing to Receive Public Comment on a Request to Rezone Property Located at 1490 Hwy. 24 from R-15M to B-1A	Jim Jennings
VII.	Operation of Non-Emergent Patient Transport Provider Services	Jo Ann Smith

a. Approval of Requirements to Operate as a Non-Emergent Patient Transport Provider in Carteret County

b. Approval of Authorization to Operate to Friendly Medical Transportation, LLC

VIII. Approval of Fire Contracts — Russell Overman

IX. Wildwood Fire & Rescue — Terrance MacMahon
a. Request for Release of $60,000 from County Reserves
b. Approval of a $60,000 Budget Amendment

X. Update on Televising Board Meetings — Russell Overman

XI. Manager's Report — Russell Overman

XII. Appointments — Board

XIII. Commissioners' Comments — Board

XIV. Closed Session Pursuant to NCGS 143-318.11 for the Permitted Purpose of Discussing (a) (1) Confidential Information (Approval Of 3/19/12 Minutes), (a) (3) Contract Negotiations and (a) (6) Personnel — Board

XV. Adjournment — Board

IV. CONSENT AGENDA

Motion-Commissioner Harris moved to approve the consent agenda as presented. Commissioner Smith seconded. **Motion carried unanimously**.

The consent agenda was as follows:

1. Approval of 3/13/12 and 3/19/12 Minutes

2. Tax Release & Refunds and Tax Collections Report

a. Tax Releases Under $100

CARTERET COUNTY TAX OFFICE
UNDER $100.00 RELEASES
APRIL 2012

RELEASE NO	TAXPAYER	TOWNSHIP	AMOUNT	REASON
401	SCARLATA,JOSEPH CHARLES	EMERALD ISLE	$ 8.34	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
403	NERDRUM,JUSTIN ERIC	ATLANTIC BEACH	$ 9.87	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
405	MOORE,DANIEL REECE	MOREHEAD CITY	$ 18.18	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
407	BILLINGS,WALTER JOSEPH	EMERALD ISLE	$ 3.14	MOTOR VEHICLE CHANGE OF COUNTY / HYDE COUNTY
409	CAROLINA TAILORS INC.	MOREHEAD CITY	$ 78.71	AMENDED RETURN / CORRECTED BILL
411	SMITH,BILLY JOE	MOREHEAD CITY	$ 8.36	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
413	CHASE,MATTHEW PAUL	MOREHEAD CITY	$ 91.03	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
415	FRIVANCE,JERRY WAYNE	BEAUFORT	$ 8.78	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
417	PACE,DEBORAH HOSKINS	MOREHEAD CITY	$ 6.85	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
419	CLEVINGER,WES ANDREW	MOREHEAD CITY	$ 45.31	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
421	CALIMER,BRADLEY ALLEN	ATLANTIC BEACH	$ 31.24	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
423	HOLLAND,MYRA JACKSON	CAPE CARTERET	$ 26.97	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
425	HOLLAND,MYRA JACKSON	CAPE CARTERET	$ 13.47	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
427	MARTIN,SARAH FRAZIER	NEWPORT	$ 2.88	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
429	GUTHRIE,WILLIAM A	BEAUFORT	$ 12.84	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
431	ARMSTRONG,SIMON P	WHITE OAK	$ 6.12	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
433	SMITH,WANDA B	DAVIS	$ 10.51	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
435	DODENHOFF,PHYLLIS ANNETTE K	MOREHEAD CITY	$ 27.18	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
437	OLMSTEAD,ERIK A	BEAUFORT	$ 31.44	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
439	ZIMMERMAN,CHRISTOPHER D	STRAITS	$ 4.99	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
441	ZIMMERMAN,CHRISTOPHER D	STRAITS	$ 5.46	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
443	JANSEN,RANDY SEAN	MOREHEAD CITY	$ 9.62	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
445	JANSEN,RANDY SEAN	MOREHEAD CITY	$ 9.62	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
447	MCCAIN,JERRY K	MOREHEAD CITY	$ 13.61	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
449	NORRIS,ELIZABETH ADAMS	MOREHEAD CITY	$ 16.75	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
451	GODOWN,GENE K JR	CEDAR POINT	$ 9.17	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
453	ATLANTIC MISSIONARY BAPT. CHU	ATLANTIC BEACH	$ 15.12	MOTOR VEHICLE BILL RELEASED / EXEMPT
455	TERRY,TIMOTHY WAYNE	NEWPORT	$ 68.02	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT

457	BUTTERY,JERRY RAY	NEWPORT	$	19.70	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
459	HERNANDEZ,KIMBERLY SUE	MOREHEAD CITY	$	7.28	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
461	WILLIS,BRIAN COOPER	BEAUFORT	$	9.69	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
463	HYLA,BRET MARTIN	EMERALD ISLE	$	81.62	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
465	SMITH,KENNETH CARL	WHITE OAK	$	7.53	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
467	SIMPSON,PATRICK CRAIG JR.	ATLANTIC BEACH	$	35.95	MOTOR VEHICLE VALUE ADJUSTMENT / DUT TO FLOOD
469	INMAN,GINA RENEE	MOREHEAD CITY	$	9.59	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
471	MEACHAM,KENT ERWIN	MOREHEAD CITY	$	65.18	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
473	MCLALLEN,AMY ELIZABETH	NEWPORT	$	4.07	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
475	MCLALLEN,AMY ELIZABETH	NEWPORT	$	4.44	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
477	MAIA,BARBARA CARON	BOGUE	$	4.37	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
479	HUFF,DORIS BROOKS	EMERALD ISLE	$	32.32	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
481	HILLEBRAND,CHRISTIAN J	BEAUFORT	$	9.92	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
483	SCHARF,RAPHAEL JEROME	HARKERS ISLAND	$	18.90	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
485	GETHERS,SHERNETTE	MOREHEAD CITY	$	15.10	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
487	MIXON,GREGORY LEE	EMERALD ISLE	$	13.20	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
489	RANDALL,BENJAMIN JACKSON	SMYRNA	$	4.10	MOTOR VEHICLE VALUE ADJUSTMENT
491	HUGHES,SUSAN W	EMERALD ISLE	$	57.26	MOTOR VEHICLE DISTRICT CHANGE / CORRECTED BILL
493	HUGHES,SUSAN W	EMERALD ISLE	$	14.54	MOTOR VEHICLE DISTRICT CHANGE / CORRECTED BILL
495	INMAN,JASON DAVID	MOREHEAD CITY	$	5.40	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
497	BRADY,SUSAN ANN	MOREHEAD CITY	$	17.19	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
499	LEWIS,GLENN PHILIP	MOREHEAD CITY	$	29.66	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
501	STALDER,JAMES THOMAS	WHITE OAK	$	28.16	MOTOR VEHICLE CHANGE OF COUNTY / PENDER COUNTY
503	LIEDSTRAND,BRIAN THOMAS	EMERALD ISLE	$	15.64	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
505	LARSON,MATTHEW ALBERT	NEWPORT	$	44.62	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
507	STALNAKER,KELLY JO	MOREHEAD CITY	$	79.80	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
509	NORRIS,EVELYN D	PELLETIER	$	80.50	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
511	WOJCIECHOWSKI,PASQUALE A	MOREHEAD CITY	$	33.57	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
513	LASORSA,JOSEPH ANTHONY	WHITE OAK	$	7.43	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
515	ASBY,JOHN B JR.	NEWPORT	$	36.74	MOTOR VEHICLE CHANGE OF COUNTY / BEAUFORT COUNTY
517	TRIPP,LESHIA HILL	NEWPORT	$	15.51	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
519	WILLIS,HUGH CRANDALL	STRAITS	$	7.45	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
521	WILLIS,HUGH CRANDALL	STRAITS	$	3.69	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
523	PAVY,CHARLES J JR.	NEWPORT	$	4.24	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
525	AIKEN,JAMES ROBERT	WHITE OAK	$	42.09	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
527	WILLIS,JAMES GORDON JR.	BEAUFORT	$	1.64	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
529	BELL,DAVID EUGENE	MOREHEAD CITY	$	26.40	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
531	WALKER,PETAGAY P	NEWPORT	$	22.16	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
533	COLLIER,MATTHEW A	EMERALD ISLE	$	36.52	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
535	DUDLEY,TISHA RAE	HARLOWE	$	4.04	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
537	MILLS,DELNA RAY	ATLANTIC BEACH	$	37.93	MOTOR VEHICLE DISTRICT CHANGE
539	CHISENHALL,CONNIE HENRY	MOREHEAD CITY	$	4.07	MOTOR VEHICLE DISTRICT CHANGE
541	GILBERT,RYAN ALAN	CAPE CARTERET	$	29.71	MOTOR VEHICLE DISTRICT CHANGE
543	WILL,ROBERT HOWARD	BEAUFORT	$	61.31	MOTOR VEHICLE DISTRICT CHANGE
545	OUELLETTE,SEAN KEITH	EMERALD ISLE	$	15.06	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
547	YOUNG,KIMBERLEE M	WHITE OAK	$	40.05	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
549	WILLIS,CHUCK LOUIS	MARSHALLBERG	$	7.73	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
551	HOPKINS,BETTY D	BEAUFORT	$	4.43	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
553	BONDY,JACQUELINE	CAPE CARTERET	$	12.83	DECEASED / MOTOR VEHICLE BILL RELEASED
555	HERKO,DANIEL J	HARKERS ISLAND	$	51.17	BOAT VALUE CORRECTED / PER FORSYTH COUNTY
557	PHILLIPS,LYMANN R	NEWPORT	$	6.85	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
559	STUMBO,AMANDA JO	WHITE OAK	$	10.44	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
561	DUKE UNIVERSITY	BEAUFORT	$	4.18	EXEMPT
563	THOMPSON,BRIAN JAMES	MOREHEAD CITY	$	8.66	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
565	RUFF,CYNTHIA LYNN	MOREHEAD CITY	$	10.29	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
567	GILLIKIN,CHARLES LINDBURG JR.	MOREHEAD CITY	$	7.28	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
569	CAUSEY,ALLEN DALE	MOREHEAD CITY	$	24.83	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
571	MAPLES,LEE MATTHEW	ATLANTIC BEACH	$	88.45	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
573	LOWERY,KATHY K	MOREHEAD CITY	$	15.55	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
575	SEA ISLE PLANTATION HOA	INDIAN BEACH	$	55.54	PARCEL LISTED AS COMMON AREA / BILL RELEASED / 2005 TAX YR
577	SEA ISLE PLANTATION HOA	INDIAN BEACH	$	57.43	PARCEL LISTED AS COMMON AREA / BILL RELEASED / 2006 TAX YR
579	GENTRY,BARRY CHANCE	CAPE CARTERET	$	39.19	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
581	BUZOLICH,SHARI LYNN	CAPE CARTERET	$	99.74	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
583	JONES,JANET LEE	EMERALD ISLE	$	94.48	MOTOR VEHICLE CHANGE OF COUNTY / CRAVEN COUNTY
585	SAWYER,THOMAS WAYNE	BEAUFORT	$	49.68	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
587	RANCLOES,AARON FRANK	CAPE CARTERET	$	35.84	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
589	AABY,CHRISTOPHER JAMES	BOGUE	$	27.28	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
591	KERN,DAVID JOHN	NEWPORT	$	2.49	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
593	ZEMLICK,MATTHEW S	WHITE OAK	$	43.55	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
595	TOWN OF MOREHEAD CITY	MOREHEAD CITY	$	77.63	EXEMPT
597	SMITH,PENNY STYRON	ATLANTIC	$	13.24	MOTOR VEHICLE VALUE ADJUSTMENT
599	HEWLETT,THOMAS S	MOREHEAD CITY	$	5.40	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
601	JENSEN,DAVID SCOTT	WHITE OAK	$	28.12	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
603	ZIMMER,JILL B	MOREHEAD CITY	$	11.01	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
605	BELL,MICHAEL A	MOREHEAD CITY	$	20.00	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
607	FALLON,DAVID M	CAPE CARTERET	$	89.46	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
609	LAWRENCE,LARRY D JR.	MOREHEAD CITY	$	23.75	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
611	MAYS,JEANNE A	PINE KNOLL SHORES	$	35.75	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
613	LEWIS,MONICA R	CAPE CARTERET	$	2.91	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
615	HEE,PAUL R SR.	BEAUFORT	$	12.88	DECEASED / MOTOR VEHICLE BILL RELEASED
617	HEE,PAUL R SR.	BEAUFORT	$	22.23	DECEASED / MOTOR VEHICLE BILL RELEASED
619	WAZNY,KRISTIN NICHOLE	MOREHEAD CITY	$	10.77	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
621	LAWRENCE,KIMBERLY SMITH	HARKERS ISLAND	$	17.83	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
623	DOZIER,REBECCA ANN	MOREHEAD CITY	$	11.09	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
625	LAMPROS,AMANDA G	STRAITS	$	6.95	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
627	PITTMAN,RONALD K	EMERALD ISLE	$	6.42	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
629	DEAN,HOWARD C JR.	MOREHEAD CITY	$	5.22	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
631	SEAGO,KRISTINE MARIE	MOREHEAD CITY	$	66.69	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
633	GATES,DIANE DICKSON	EMERALD ISLE	$	52.10	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
635	COOK,BLAKE ANTHONY	NEWPORT	$	8.61	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
637	STACK,BRANDYN M	WHITE OAK	$	60.76	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
639	DELZER,RONALD V	CAPE CARTERET	$	51.49	MOTOR VEHICLE VALUE ADJUSTMENT
641	SCHWEIT,PAUL TYLER	CEDAR POINT	$	43.25	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
643	SCHWEIT,PAUL TYLER	CEDAR POINT	$	28.33	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
645	SHERRY,WILLIAM F	EMERALD ISLE	$	30.31	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
647	PRICE,DALE ALLEN	WHITE OAK	$	8.20	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
649	SCHODEN,MARLENE MARIE	MOREHEAD CITY	$	3.65	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
651	HARVEY,WILLIAM L	BEAUFORT	$	61.28	MOTOR VEHICLE VALUE ADJUSTMENT
653	POWELL,HORACE B	MOREHEAD CITY	$	46.54	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV

655	NC STATE ELKS ASSOC.	PINE KNOLL SHORES	$	4.70	EXEMPT
657	MATTHEWS,LUCILLE E	MOREHEAD CITY	$	12.65	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
659	LENKER,DAVID KEENE	MOREHEAD CITY	$	14.71	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
661	PICCOLO,MICHAEL A	MOREHEAD CITY	$	6.08	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
663	KESTLER,ERIC M	WHITE OAK	$	72.63	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
665	BRASWELL,STEPHANIE R	BEAUFORT	$	34.12	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
667	FURR,JAMES CHARLES	HARLOWE	$	29.24	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
669	SMITH,WILLIAM SHADE	ATLANTIC BEACH	$	7.71	MOTOR VEHICLE DISTRICT CHANGE
671	BOYD,DENNIS GOODWIN	MOREHEAD CITY	$	42.90	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
673	MANNING,BELVA SMITH	MOREHEAD CITY	$	12.41	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
675	COSTA,JOSEPH PAUL	STRAITS	$	10.44	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
677	COSTA,JOSEPH PAUL	STRAITS	$	5.25	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
679	BIRGE,TOMMIE RAY JR.	WHITE OAK	$	47.30	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
681	WILLIAMS,DAVID MCNICOL	STRAITS	$	15.27	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
683	SANDERSON,JOYCE GARNER	BEAUFORT	$	26.19	MOTOR VEHICLE VALUE ADJUSTMENT / PER ESTIMATE
685	HUTCHINS,BENJAMIN K	CAPE CARTERET	$	82.58	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
687	STARR,ALISHA K	EMERALD ISLE	$	13.88	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
689	SMITH,WINDELL PATTERSON JR.	NEWPORT	$	55.02	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
691	COVINGTON,JEFFREY SCOTT	NEWPORT	$	15.61	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
693	JONES,ELLIOTT BASIL	CAPE CARTERET	$	19.66	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
695	LISKEY,JOSEPH L	WHITE OAK	$	91.24	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
697	WALTON,BRANDON N	BEAUFORT	$	39.90	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
699	JONES,CATHY FULLER	HARKERS ISLAND	$	10.26	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
701	MYERS,CHRISTINE ANGELA	CAPE CARTERET	$	81.18	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
703	DUFF,PATRICK JOSEPH	MOREHEAD CITY	$	26.38	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
705	CANNON,ADAM GRAY	NEWPORT	$	30.90	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
707	SOSNIAK,STANLEY J	BEAUFORT	$	84.64	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
709	DICKENS,DANIEL S	EMERALD ISLE	$	29.34	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
711	STANLEY,NESBY LEROY JR.	BEAUFORT	$	63.72	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
713	STANLEY,NESBY LEROY JR.	BEAUFORT	$	23.62	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
715	MASON,CLIFFORD BANKS	MOREHEAD CITY	$	8.05	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
717	JACKSON,WILLARD FLEMING	EMERALD ISLE	$	7.50	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
719	DAVIS,BRAXTON WARD	MOREHEAD CITY	$	19.57	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
721	KIGER,JOHN IRVING JR.	HARKERS ISLAND	$	3.57	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
723	MIZESKO,MARK ANDREW	EMERALD ISLE	$	5.24	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
725	HEXIMER,TRAVIS JAMES	NEWPORT	$	5.26	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
727	MORGAN,KOTE SCOTT	NEWPORT	$	48.45	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
729	GARNER,LISA LAVONNE	PINE KNOLL SHORES	$	96.16	MOTOR VEHICLE DISTRICT CHANGE
731	BRICKHOUSE,JAMES S III	BEAUFORT	$	6.14	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
733	BURRIS,MICHAEL	MOREHEAD CITY	$	17.78	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
735	BURRIS,MICHAEL	MOREHEAD CITY	$	5.25	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
737	MINALLY,MICHAEL A	MOREHEAD CITY	$	21.37	MOTOR VEHICLE VALUE ADJUSTMENT / PER EDMUNDS.COM
739	RAMSEY,RANDALL CLARK	BEAUFORT	$	19.87	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
741	GILBERT,RYAN ALAN	CAPE CARTERET	$	30.89	MOTOR VEHICLE DISTRICT CHANGE
743	EVERHART,CHRISTOPHER LEE	EMERALD ISLE	$	46.71	MOTOR VEHICLE VALUE ADJUSTMENT / PER KELLY BLUE BOOK
745	HEXIMER,TRAVIS JAMES	MOREHEAD CITY	$	51.04	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
747	TUCKER BUN INC D/B/A	EMERALD ISLE	$	70.24	LISTED IN ERROR / BUSINESS CLOSED
749	RIDDLE,SHARON	MOREHEAD CITY	$	32.83	DISTRICT CHANGE ON MOBILE HOME / BILLED ON NEW P# 0020086
751	GODFREY,JAMIE CLINT	MOREHEAD CITY	$	5.16	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
753	LAWRENCE,JERRY EARL III	STRAITS	$	8.13	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
755	STIP,ROBIE	HARLOWE	$	5.23	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
757	COASTAL ATLANTIC TRUCKING INC	CEDAR POINT	$	14.16	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
759	LENT,ALAN L JR.	NEWPORT	$	25.24	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
761	SCROGGINS,VINCE B	WHITE OAK	$	28.66	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
763	GILLEY,CHARLES	MOREHEAD CITY	$	30.55	BOAT WAS SOLD IN JULY OF 2010 / BILL RELEASED
765	LAZENBY,ROBERT LYNN	NEWPORT	$	21.62	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
767	KNAUL,ANDREW JOHN	EMERALD ISLE	$	60.58	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
769	LE,TIEN MANH	MOREHEAD CITY	$	17.91	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
771	LE,TIEN MANH	ATLANTIC BEACH	$	8.33	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
773	LOKEY,PAUL LITTLETON JR.	NEWPORT	$	20.39	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
775	GLOSSON,GEORGE EDWIN	ATLANTIC BEACH	$	13.32	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
777	STYRON,EDWARD LEE	ATLANTIC BEACH	$	82.25	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
779	GREENBERG,BRENT J	BEAUFORT	$	36.23	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
781	THOMPSON,BERNARD MASON	EMERALD ISLE	$	25.91	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
783	MCCLAIN,TALETHA R	MOREHEAD CITY	$	7.20	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
785	MCCLAIN,TALETHA R	MOREHEAD CITY	$	5.54	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
		TOTAL	$	5,300.56	

b. Tax Releases Over $100

CARTERET COUNTY TAX OFFICE
OVER $100.00 RELEASES
APRIL 2011

RELEASE NO.	TAXPAYER	TOWNSHIP	AMOUNT	REASON
400	NERDRUM,JUSTIN ERIC	ATLANTIC BEACH	$115.90	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
402	CARTE,JEFFREY ALAN	CAPE CARTERET	$179.77	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
404	DAVIS,GERALD JR.	BEAUFORT	$209.14	DECEASED / PARCEL BEING DELETED
406	SMITH,RONALD JAMES	NEWPORT	$117.73	MOTOR VEHICLE DISTRICT CHANGE
408	JONES,SHARON L	EMERALD ISLE	$124.28	MOTOR VEHICLE DISTRICT CHANGE
410	NC DIVIS. OF MARINE FISHERIES	MOREHEAD CITY	$175.27	EXEMPT
412	MCALLEN,JACK DEWITT	NEWPORT	$161.84	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
414	MARQUEZ,ADRIAN	NEWPORT	$168.72	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
416	MAPLES,LEE MATTHEW	ATLANTIC BEACH	$117.55	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
418	SEA ISLE PLANTATION HOA	INDIAN BEACH	$146.91	PARCEL TRANSFERRED TO HOA AS COMMON AREA / 2007 TAX YR
420	SEA ISLE PLANTATION HOA	INDIAN BEACH	$104.86	PARCEL TRANSFERRED TO HOA AS COMMON AREA / 2008 TAX YR
422	SEA ISLE PLANTATION HOA	INDIAN BEACH	$104.86	PARCEL TRANSFERRED TO HOA AS COMMON AREA / 2009 TAX YR
424	SEA ISLE PLANTATION HOA	INDIAN BEACH	$107.49	PARCEL TRANSFERRED TO HOA AS COMMON AREA / 2010 TAX YR
426	SEA ISLE PLANTATION HOA	INDIAN BEACH	$116.22	PARCEL TRANSFERRED TO HOA AS COMMON AREA / 2011 TAX YR
428	GENTRY,BARRY CHANCE	CAPE CARTERET	$109.74	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
430	TOWN OF MOREHEAD CITY	MOREHEAD CITY	$104.42	EXEMPT
432	RIVENBARK,PATRICIA J	BEAUFORT	$174.40	CORRECTED LOCATION OF MOBILE HOME & LAND CLASS / PER REVIEW
434	DAVIS,JERRY ETUX LINDA	STRAITS	$3,467.51	CORRECTED LAND CLASSIFICATION / PER APPRAISER
436	DAVIS,JERRY B	STRAITS	$1,639.07	CORRECTED LAND CLASSIFICATION / PER APPRAISER
438	THOMAS,RALPH M	BEAUFORT	$220.09	SEPTIC TANK DENIAL / VALUE CORRECTED ON PARCEL
440	THOMAS,RALPH M	BEAUFORT	$198.20	SEPTIC TANK DENIAL / VALUE CORRECTED ON PARCEL
442	A C CONTROLS COMPANY INC.	BEAUFORT	$2,821.51	BOAT LISTED AND TAXES PAID IN CHARLESTON COUNTY
444	WILLARD,JOHN A ETUX BETTY	WHITE OAK	$162.00	BILLED IN ERROR FOR SOLID WASTE / HAS TRASH PICK-UP
446	PLAIN JANES JANITORIAL SUPP.	MOREHEAD CITY	$114.00	MOTOR VEHICLE BILL PRO-RATED / TAGS TURNED INTO DMV
448	WOODARD,KEVIN SCOTT	CAPE CARTERET	$169.22	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
450	BRODIE,RYAN C	NEWPORT	$116.81	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
452	GARCIA,HORACIO I	NEWPORT	$262.21	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
454	ALLIED LEASING COMPANY	EMERALD ISLE	$225.96	MOTOR VEHICLE CHANGE OF COUNTY / DURHAM COUNTY
456	NOCEDA,LOUIS M	NEWPORT	$113.29	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
458	MANGUNTA,VENKAT R	MOREHEAD CITY	$176.20	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
460	NISHIDA,MICHAEL W	NEWPORT	$109.52	MOTOR VEHICLE BILL RELEASED / MILITARY EXEMPT
		TOTAL	$12,134.69	

c. Tax Refunds Under $100

Remit To:	Address	City	St	Zip Code	TransNo Reference
Refund					
ADAMS,ANEDA GARNER 1.55	PO BOX 461 OVERPAYMENT PNC	NEWPORT	NC	28570	1677283 2011 P 0015122
ARIAS,MARIA DEL CARMEN 2.20	PO BOX 1926 OVERPAYMENT PNC	NEWPORT	NC	28570	1677243 2011 V 0255392
ARRANTS,SUSAN PHELPS 78.53	128 CHARLES ST M/V PRORATION	BEAUFORT	NC	28516	1679612 2011 V 0157564
BAYER,PERRY ALLEN 2.63	PO BOX 2265 OVERPYMT CK 1957	BEAUFORT	NC	28516	1681457 2011 P 0002116
CAMILLI,LOUIS J ETUX DONNA 4.27	91 FOX RD OVERPYMT CK 1855	BRIDGETON	NJ	08302	1682246 2011 R 7405.00.24.0930000
CARNEY,THOMAS 71.37	703 BEAUFORT MANOR DR ALREADY PAID	BEAUFORT	NC	28516	0 2011 P 0002234
CAROLINA TAILORS INC 60.34	2896 HWY 24 STE D AMENDED RETURN/EQUIP.REMOVED	NEWPORT	NC	28570	1682706 2010 P 0014503
CAROLINA TAILORS INC 13.97	2896 HWY 24 STE D OVERPAYMENT CHECK # 25664	NEWPORT	NC	28570	1682663 2011 P 0014503
CARROLL,GRADY LEE ERNEST 5.11	168 ARTHUR FARM RD OVERPAYMENT PNC MASSPAY	NEWPORT	NC	28570	1683238 2011 V 0278889
CARTWRIGHT,BARBARA 7.14	308 YAUPON DR PAID TWICE/STURGIS	CAPE CARTERET	NC	28584	0 2011 V 0455686
CLARK,CHIMER DAVIS JR 8.82	788 HWY 24 OVERPAYMENT CHECK # 11501	NEWPORT	NC	28570	1678391 2011 R 6346.12.75.8896000
COBLENTZ,ROY EDWARD 3.00	711 ROBERT RD BILL RELEASED	NEWPORT	NC	28570	0 2011 V 0188486
COOK,NORMAN L ETUX BARBARA 8.00	3812 REPON ST OVERPYMT CK 1627	GREENSBORO	NC	27407	1676842 2011 R 7345.13.02.1903000
COVERT,JON BENJAMIN 9.57	2335 N LAKEVIEW DR OVERPAYMENT PNC MASSPAY	NEWPORT	NC	28570	1680844 2011 V 0257700
DESSO-PENN,BRANDIE DAWN 3.02	527 HARBOR DR W M/V PRORATION	EMERALD ISLE	NC	28594	1682699 2011 V 0279049
ELLIOTT,KRISTIE RANA 2.18	905 HARRELL DR OVERPYMT CK 95461572	MOREHEAD CITY	NC	28557	1676738 2011 V 0282560
EUBANKS,DAVID ALTON 56.71	200 KINGS WAY OVERPAYMENT MASSPAY	NEWPORT	NC	28570	1679439 2011 V 0253809
FREDRICK,ROBERT ANTHONY 3.00	181 NEWPORT LOOP ROAD BILL RELEASED	NEWPORT	NC	28570	0 2011 V 0215548

FULCHER,HARRY MICHAEL	4.99	PO BOX 85 OVERPAYMENT MASSPAY	ATLANTIC	NC 28511	1679417 2011 V 0181639
FULCHER,JOCELYNE LUCIE CORDI	1.27	249 LAWRENCE RD OVERPAYMENT CHECK # 12706	BEAUFORT	NC 28516	1682330 2011 V 0279170
GARCIA,ELENA HERNANDEZ	1.31	PO BOX 81 OVERPAYMENT PNC	BEAUFORT	NC 28516	1677242 2011 V 0253896
GATES,HERBERT STELWYN	25.64	2180 HAWKS RIDGE DR #2004 M/V PRORATION	NAPLES	FL 31045	1682708 2011 V 0279197
GETHERS,SHERNETTE NICKY ANN	4.56	4600 COUNTRY CLUB RD M/V PRORATION	MOREHEAD CITY	NC 28557	1681414 2010 V 0147726
GILLIKIN,RALPH K ETUX VIOLET	2.40	640 FIRETOWER RD OVERPAYMENT PNC	BEAUFORT	NC 28516	1677278 2011 R 7338.00.28.2335000
GRICE,SPILLMAN W	6.22	1970 WINTER FOREST DR OVERPAYMENT CHECK # 6764	KINSTON	NC 28504	1675924 2011 R 6316.04.70.9769000
HARPER, F J LLC	5.59	PO BOX 188 OVERPAYMENT CHECK # 10493	SNOW HILL	NC 28580	1675927 2011 R 6385.14.42.0895000
HARRISON,PAMELA ANN	19.58	249 PEARSON CIRCLE ALREADY PAID	NEWPORT	NC 28570	0 2010 V 0264619
HINSON,LEONARD E ETUX DEBERA	10.00	5559 SHARON CHURCH RD SW DOUBLE BILLED	KINSTON	NC 28501	1682709 2011 R 5383.08.87.8546000
HUTCHINS,BENJAMIN KIRK	24.33	333 BAHIA LN MILITARY EXEMPTION	CAPE CARTERET	NC 28584	1676796 2011 V 0255347
HYMAN,SARAH ELINITA	11.91	7506 SPRINGFIELD SCH RD OVERPAYMMENT CHECK 58939593119	LUCAMA	NC 27851	1681633 2011 V 0199398
IMPULSE CHARTERS INC	52.31	560 FIDDLERS RIDGE DRIVE AUDIT ADJUSTMENT	ATLANTIC BEACH	NC 28512	1679611 2011 P 0008273
JACOBS,STANLEY K ETUX DELORE	5.00	PO BOX 64246 OVERPAYMENT CHECK # 2607	FAYETTEVILLE	NC 28306	1682957 2011 R 7348.02.88.5280000
JOHNSON,DEBORAH ANN	3.28	121 LAUREL RD M/V PRORATION	BEAUFORT	NC 28516	1679617 2011 V 0228501
JOHNSTON,RUSSELL DICKSON	33.10	8622 SOUND DR M/V PRORATION	EMERALD ISLE	NC 28594	1679616 2011 V 0217469
KEELS,MARY A	29.70	4904 MONTGOMERY ST OVERPAYMENT CHEKC # 2976	ANNANDALE	VA 22003	1677030 2011 R 6346.08.88.5215000
KNOX,TAMMY GARNER	9.14	120 LIBERTY LN OVERPAYMENT PNC MASSPAY	NEWPORT	NC 28570	1680833 2011 V 0245716
KUMAR,SATISH K	60.75	200 STONEY BROOK DR PER PTC	ROCKY MOUNT	NC 27801	1682932 2011 R 6324.10.45.5390000
LACHANCE,MATTHEW JOHN	6.03	222 POLLY HILL RD M/V PRORATION	MARSHALLBERG	NC 28553	1681412 2011 V 0273671
LACY,KENNETH	2.79	307 HOLLY LN OVERPAYMENT CHECK # 7827	CAPE CARTERET	NC 28584	1681135 2009 P 0018741
LAFLAMME,JOSEPH HENRY	4.77	608 E BRANCH DR M/V PRORATION	NEWPORT	NC 28570	1676792 2011 V 0275762
LEWIS,STEVEN LANE	3.58	PO BOX 87 M/V PRORATION	DAVIS	NC 28524	1682701 2011 V 0156549
LEWIS,STEVEN LANE	4.03	PO BOX 87 M/V PRORATION	DAVIS	NC 28524	1681413 2011 V 0057063
LIN,FENG	22.82	909 WESTHAVEN BLVD M/V PRORATION	MOREHEAD CITY	NC 28557	1676790 2011 V 0207462
LUPTON,THOMAS DARRELL	9.05	255 HILL RD M/V PRORATION	SMYRNA	NC 28579	1682702 2011 V 0248182
MAPLES,LEE MATTHEW	65.63	402 ISLAND DR MILITARY EXEMPTION	BEAUFORT	NC 28516	1679613 2010 V 0256449
MARY T MCMULLAN TALLEY	5.98	412 BRICK KILN RD OVERPAYMENT CHECK # 6589	WASHINGTON	NC 27889	1675905 2011 R 6375.12.96.9080000
MATTEO,DAVID A	11.74	PO BOX 2308 OVERPAYMENT MASSPAY	BEAUFORT	NC 28516	1679411 2011 R 7415.04.93.6076000
MOREHEAD BUILDERS SUPPLY COM	11.99	PO BOX 957 M/V PRORATION	MOREHEAD CITY	NC 28557	1681415 2011 V 0277900
MOREHEAD BUILDERS SUPPLY COM	10.58	PO BOX 957 M/V PRORATION	MOREHEAD CITY	NC 28557	1679618 2011 V 0273936
O C MITCHELL JR INC.	25.71	1411 SOUTH MIAMI BLVD OVERPAYMENT CHECK # 5065	DURHAM	N 27703	1677009 2011 R 6366.15.73.4856204
ON THE BEACH INC	6.79	PO BOX 2289 OVERPAYMENT CHECK # 1934	CAROLINA BEACH	NC 28428	1679555 2011 R 6375.16.93.3910000
ONEMAIN FINANCIAL	3.51	5101 HWY 70 WEST OVERPAYMENT CHECK #33503	MOREHEAD CITY	NC 28557	1682954 2011 R 5383.08.89.5294000
PACE,BARBARA JO RAY	23.45	PO BOX 4985 M/V PRORATION	EMERALD ISLE	NC 28594	1676793 2011 V 0061060
PHIFER,STEVEN WAYNE	3.85	138 COTTONTAIL RUN M/V PRORATION	NEWPORT	NC 28570	1676788 2011 V 0274110
PHILLIPS,JAMES IRA	1.68	379 ARRINGTON RD OVERPAYMENT MASSPAY	BEAUFORT	NC 28516	1679437 2011 V 0187368
REYNOLDS,MARK WENDELL	21.16	134 PAGE PLACE ALREADY PAID	EMERALD ISLE	NC 28594	0 2011 V 0024260
RIDDLE,MARC CHRISTOPHER	55.33	119 TIFTON CIR MILITARY EXEMPTION	CAPE CARTERET	NC 28584	1679614 2011 V 0281737
ROBERTS,FRANK L ETUX MARIE H	4.04	PO BOX 2427 OVERPAYMENT CHECK 1139673153	BEAUFORT	NC 28516	1682239 2011 R 6494.02.76.8914000
ROGERS,RITA L	5.47	PO BOX 589 OVERPAYMENT CHECK # 3637	RICH SQUARE	NC 27869	1675915 2011 R 7337.01.28.8381000
SALTER,ALONZA BRYAN	7.73	PO BOX 26 OVERPYMT CK 2606	SEA LEVEL	NC 28577	1676815 2011 R 7369.01.47.7215000
SHEPARD,DOUGLAS M ETUX TERES	3.43	1740 CANADY ROAD OVERPAYMENT PNC MASSPAY	WILMINGTON	NC 28405	1683224 2011 R 7424.01.09.3402000
SHIRLEY,CHARLES E	4.60	904 KINGOLD BLVD OVERPAYMENT CHECK # 7696	SNOW HILL	NC 28580	1675921 2011 R 6375.16.73.8154000
SIMPSON,TRACY KRESS	17.33	312 TRYON ST M/V PRORATION	ATLANTIC BEACH	NC 28512	1681416 2011 V 0276393
SIMPSON,TRACY KRESS	1.51	312 TRYON ST OVERPAYMENT CHECK # 3537	ATLANTIC BEACH	NC 28512	1675622 2011 V 0276393
SINGLETON,MARSHALL T ETUX	5.96	776 MIMOSA SHORES RD OVERPYMT CK 7107	WASHINGTON	NC 27889	1676869 2011 R 7335.18.42.7206000
SPANGLER,CARL BARRY	2.09	110 ORANGE ST M/V PRORATION	BEAUFORT	NC 28516	1682707 2011 V 0248798
STEVENSON,VANCE PHILIP	53.84	2220 NORTH 9TH AVENUE OVERPAYMENT PNC MASSPAY	PHOENIX	AZ 85007	1682498 2011 R 5383.07.69.2319000
SWANSON,SHAWN MICHAEL	25.97	1025 ROBERT ROAD ALREADY PAID	NEWPORT	NC 28570	0 2010 V 0267481
TAYLOR,RALPH GLENN	1.88	180 BROWN ST OVERPAYMENT CHECK # 1737	MARSHALLBERG	NC 28553	1682697 2011 V 0285213
THE YARD BARBER INC	2.34	PO BOX 4562 OVERPAYMENT MASSPAY	EMERALD ISLE	NC 28594	1679415 2011 V 0285233
TOWERY,LILLIAN SMITH	2.77	PO BOX 64246 OVERPAYMENT CHECK # 6458	FAYETTEVILLE	NC 28306	1682956 2011 V 0276597
TURNER,PATRICIA	1.95	PO BOX 1133 PAID TWICE/STURGIS	NEWPORT	NC 28570	0 2011 R 635800085040000

TYNDALL,ROGER DAN 2.24	PO BOX 404 OVERPYMT CK 2168	NEWPORT	NC 28570	1677704 2011 V 0172678		
TYSON,BETTY MURPHREE 16.55	278 BROAD CREEK LOOP RD ALREADY PD	NEWPORT	NC 28570	0 2011 V 0200710		
WALEN,JAMES MICHAEL 1.87	3623 MEADOW DR OVERPYMT CK 2334208	MOREHEAD CITY	NC 28557	1683228 2011 V 0280269		
WIGGER,TERRI J ETVIR 6.02	PO BOX 30 OVERPAYMENT CHECK 4168	DAVIS	NC 28524	1677309 2011 R 7369.03.21.6790000		
WILLIAMS,JAMES ETAL W TAMARA 1.39	1563 IVY ROAD OVERPAYMENT CHECK # 2337	WINTERVILLE	NC 28590	1681888 2011 R 7335.13.14.0410000		

FINAL TOTALS
TOTAL 1,121.94

* * * E N D O F R E P O R T * * *

d. Tax Refunds Over $100

04/02/12 16:47:01 Refunds to be Issued by Finance Office - Over $100.00

Remit To:	Refund	Address	City	St	Zip Code	TransNo	Reference
ALLEN,JOHN C JR ETUX DOROTHY	460.00	202 JAMESTOWN RD ALREADY PAID CORELOGIC	GREENVILLE	NC	27858	0	2011 R 538310351537203
AVERY,SUSAN P ETAL	344.50	412 AUSTIN RD PAID HER PART	BEAUFORT	NC	28516	1681676	2006 R 7306.16.74.51560
BAKER,LESLIE A	551.38	130 GREENHAVEN CIRCLE OVERPAYMENT STURGIS	OLDSMAR	FL	346774807	1677119	2011 R 6305.01.45.79740
BARRON,ELIZABETH	100.00	PO BOX 61 REFUND PER CARL TILGHMAN	GLOUCESTER	NC	28528	0	2010 R 7336.04.72.94300
BB&T MORTGAGE	427.16	PO BOX 2027 OVERPAYMENT CHECK # 652695	GREENVILLE	SC	29602	1675894	2011 R 6355.19.61.84550
BOYD,KENNETH	160.00	PO BOX 444 NO POWER SOURCE	NEWPORT	NC	28570	1682711	2008 R 6347.01.39.08540
BOYD,KENNETH	160.00	PO BOX 444 NO POWER SOURCE	NEWPORT	NC	28570	1682710	2007 R 6347.01.39.08540
BOYD,KENNETH	162.00	PO BOX 444 NO POWER SOURCE	NEWPORT	NC	28570	1682713	2009 R 6347.01.39.08540
BOYD,KENNETH	162.00	PO BOX 444 NO POWER SOURCE	NEWPORT	NC	28570	1682714	2010 R 6347.01.39.08540
BOYD,KENNETH	162.00	PO BOX 444 NO POWER SOURCE	NEWPORT	NC	28570	1682715	2011 R 6347.01.39.08540
FIRST BANK	726.34	P O BOX 508 OVERPYMT CK 202550	TROY	NC	27371	1679796	2011 R 7305.06.49.08950
GORDON,ANTHONY LAWRENCE	207.85	1704 WAIT AVENUE PER PTC	WAKE FOREST	NC	27587	1682934	2011 R 7305.06.39.80410
HAMMOND,BILLY	200.83	5745 SEWARD ROAD DOUBLE BILLED	PFAFFTOWN	NC	27040	0	2001 BILL #0000007
HOELL,RODNEY P ETUX DEBORAH	137.03	PO BOX 131 OVERPYMT CK 619	BEAUFORT	NC	28516	1682248	2011 R 6396.20.91.08250
HORRELL,HUGH	440.95	2318 HWY 101 ALREADY PAID	BEAUFORT	NC	28516	0	2010 639904809586000
LAMPE,JOHN H II	3,585.47	PO BOX 1457 PER PTC	SMITHFIELD	NC	27577	1682930	2011 R 7346.14.32.59230
MCLEAN,JOHN PAXON JR	482.60	507 DEER CREEK DRIVE SQUARE FOOTAGE ADJUSTMENT	CAPE CARTERET	NC	28584	1679619	2011 R 5384.06.37.02400
MCLEAN,JOHN PAXON JR	469.51	507 DEER CREEK DRIVE SQUARE FOOTAGE ADJUSTMENT	CAPE CARTERET	NC	28584	1679620	2010 R 5384.06.37.02400
MCLEAN,JOHN PAXON JR	178.19	507 DEER CREEK DRIVE SQUARE FOOTAGE ADJUSTMENT	CAPE CARTERET	NC	28584	1679621	2009 R 5384.06.37.02400
NEWTON,MARK A ETAL DERBIN	360.49	PO BOX 36 PAID TWICE/STURGIS	BUXTON	NC	27920	0	2010 R 749215623656000
REINHARD,MARK ETUX MARCIE	168.23	6904 NORTH RIDGE DRIVE PER PTC	RALEIGH	NC	27615	1682905	2011 R 6355.19.62.40930
TINGEN,WILLIAM F SR ETUX SUS	200.00	10829 SAGEHURST PL OVERPYMT CK 98865323	RALEIGH	NC	27614	1679564	2011 R 6315.02.88.51320
TORBERT,DARLENE	136.41	201 CLUB COLONY DR PAID TWICE/STURGIS	ATLANTIC BEACH	NC	28512	0	2011 V 0492242
US BANKCORP SERVICE PROVIDER	979.80	4801 FREDERICA ST ATTN SUZIE PAID PARCEL IN ERROR	OWENSBORO	KY	42303	0	2011 R 537504622541000
WELLS FARGO REAL ESTATE TAX	1,846.36	1 HOME CAMPUS/REFUND 2302-04D PAID IN ERROR/NO ESCROW	DES MOINES	IA	50328	0	2011 R 635605092129000
WELLS FARGO REAL ESTATE TAX	1,306.90	1 HOME CAMPUS/REFUND 2302-04D PAID IN ERROR/NO ESCROW	DES MOINES	IA	50328	0	2011 R 636619723368000
WILLARD,JOHN A ETUX BETTY	162.00	110 OCEAN SPRAY DR S/W ADJUSTMENT	SWANSBORO	NC	28584	1679610	2010 R 5375.20.90.47950
WILLIS,JIMMY DALE JR	427.35	1074 CEDAR ISLAND RD ALREADY PD	ATLANTIC	NC	28511	0	2009 R 749216948405000
WOOTEN,GINNIE FELTON	100.00	2916 GLEN ECHO CT OVERPAYMENT CHECK# 2480	HIGH POINT	NC	27265	1678398	2011 R 6386.19.52.12330

FINAL TOTALS
TOTAL 14,805.35

* * * E N D O F R E P O R T * * *

e. Tax Collections Report

From: Carl L. Tilghman

Re: BOC monthly collections report

Date: April 2, 2012

Attached is the monthly collection's report to the Board of Commissioners as required by NCGS 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 the year 2001 and coming forward to 2011. This report is presented each month in your agenda package. The total collections for the ten years are $471,393,595.89. The unpaid balance outstanding for the 10 year period is $7,036,413.21 including deferred taxes. The Tax Department will continue to pursue collection of unpaid taxes as authorized by North Carolina General Statutes.

Due to the size of this document, the report is being incorporated by reference. A copy is on file in the County Manager's office and the Tax Administrator's office.

3. Budget Amendments

a. Cooperative Extension - $1,500 (Appropriate Farm Bureau Donation)

Fiscal Year: 2011-2012
Department: Coop Extension
Date: 3/28/12
Justification: Farm Bureau donation for buying materials for county farm stands for a special tourism project.

Fund	Revenue/ Expenditure	Description	Account Number	Decrease	Increase
General Fund	Revenue	Farm Bureau Donation	110.40.3495.840		$ 1,500
	Total Revenue			$ -	$ 1,500
	Expenditures	Supplies	110.40.4950.20000		$ 1,500
	Total Expenditures			$ -	$ 1,500

b. Board of Education - $1,245,810 (Transfer from General Fund to Project Fund)

Fiscal Year 2011-2012

Department: School Bond Project Fund

Date: 04/16/12

Justification: To transfer and appropriate funds for School Bond Project Fund

Fund		Description	Account Number	Increase	Decrease
General Fund	Revenues	Appropriated Fund Balance	110.00.3990.990	1,245,810	
	Total Increase in Revenues			1,245,810	
General Fund	Expenditures	Transfer School Bonds Project Fund	110.98.9800.90006	1,245,810	
	Total Increase in Expenditures			1,245,810	
School Bond Fund	Revenues	Transfer from General Fund	434.98.3980.910	1,245,810	
		Interest Revenue	434.70.3831.490	2,230,050	
		Bond Proceeds	434.70.3815.310		3,475,860

c. Board of Education - $1,402,863 (Adjust and Close Various Bond Projects)

Carteret County
Budget Amendment
Fiscal Year 2011-2012
Fund: School Bond Construction Fund
Date: 04/16/12

Justification: To adjust the project budget for approved projects approved and remaining balances

Fund		Description	Account Number	Increase	Decrease
School Bond Construction	Revenues	State Bond Proceeds	434.70.3816.350	9,195	
		Sales Tax Refund	434.70.3330.200	803,075	
		Interest Revenue	434.70.3831.490	332,211	
		QZAB Interest Revenue	434.70.3831.49200	3,500	
		QSCB Interest Revenue	434.70.3831.494	3,100	
		Tranfer In From 435 fund	434.98.3980.990	251,782	
		Total Increase Revenues		1,402,863	
	Expenditures				
		Project Manager	434.70.6800.00000	222,699	
		Permits & Miscellaneous	434.70.6800.60000		445
		Issuance Expense	434.70.8100.6400		9,065
		Transfer to other funds	434.98.8100.62400		189,276
		Broad Creek Sewer	434.70.6150.40000		110,000
		Bogue Sound Sewer	434.70.6100.40000	16,622	
		Smyrna Change Order	434.70.6550.10009	1,955	
		Smryna Engineering	434.70.6550.05000		11,286
		Smyrna HVAC	434.70.6550.10000	19,913	
		Smyrna Miscellaneous	434.70.6550.60000	8,100	
		Smyrna Sewer	434.70.6550.40000		89,432
		Morehead Primary HVAC	434.70.6400.10000	5,501	
		Croatan HVAC	434.70.6200.05000		12,177
		Croatan HVAC	434.70.6200.10000	81,461	
		Croatan Change Order	434 70 6200 10009		30,000
		Croatan Architect	434.70.6200.15000	26,652	
		Croatan Construction	434.70.6200.50000	49,104	
		Croatan Change Order	434.70.6200.50009		69,812
		WCHS HVAC	434.70.6600.10000	64,994	
		WCHS Engineering HVAC	434.70.6600.0500	42,845	
		WCHS Change Order Authority	434.70.6600.10009		345,360
		WCHS Windows	434.70.6600.30000	238,452	
		WCHS Renovations	434.70.6600.60000	388,043	
		Athletics	434.70.6600.70000		2,000
		White Oak HVAC	434.70.6650.10000	66,592	
		White Oak Roofing	434.70.6650.25000		15,750
		White Oak Architect	434.70.6650.15000	37,767	
		White Oak Miscellaneous	434.70.6650.60000	11,434	
		White Oak Change Order	434.70.6650.50009		10,602
		White Oak Construction New	434.70.6650.50000	342,199	
		White Oak Old Construction	434.70.6650.50002	104,855	
		ECHS Renovations	434.70.6250.50000	1,650,000	
		ECHS Architect	434.70.6250.15000	330,139	
		ECHS HVAC	434.70.6250.10000		
		ECHS HVAC Engineering	434.70.6250.05000		1,388
		ECHS Change Order	434.70.6250.10009		205,156
		ECHS Soil testing	434.70.6250.80000		4,900
		ECHS Miscellaneous	434.70.6250.60000	13,603	
		ECHS Survey	434.70.6250.82000	162	
		ECHS Change order	434.70.6250.30009		9,000
		ECHS Contingency	434.70.6250.50009		5,000
		ECHS Windows	434.70.6250.30000		89,558
		ECHS Roof	434.70.6250.25000		210,025
		ECHS Roof Engineering	434.70.6250.20000		1,869
		ECHS Change Order Authority	434.70.6250.25009		70,000
		ECHS Change Order	434.70.6250.35009		250
		Undistributed Bond Proceeds	434.98.8100.91000	1,402,863	2,228,541
		Total Increase in Expenditures		1,402,863	

d. Department of Social Services - $28,324 (Appropriate Additional LIEAP Funding)

Fiscal Year: **2011-2012**

Date Submitted **03/28/12**

Department of Origin: **Social Services**

Budget Change Explanation:

Additional funding received for the Low Income Energy Assistance Program (LIEAP). With the addition of $28,324, a total allocation of $96,588 is available to assist individuals with home heating needs. This is 100% Federal funds.

Account Description	Account Number	Increase	Decrease
Low Income Energy	110.50.5370.68005	$28,324	
County Welfare Admin	110.50.3531.300	$28,324	

e. Health Department - $6,597 (Appropriate Additional State Funding)

Fiscal Year: 2011-2012

Department: Environmental Health

Date: 3/27/2012

Justification: Additional funds received from the State to be used to support local food, lodging, and institution programs and activities.

Fund	Revenue/ Expenditure	Description	Account Number	Decrease	Increase
General Fund	Revenue	St. Cont. Environmental Health	110.50.3518.30000		$ 6,597
	Total Revenue				$ 6,597
	Expenditures	Supplies & Materials	110.50.5180.20000	$	6,597
	Total Expenditures				$ 6,597

4. Resolution Authorizing the 2010 QSCB Proceeds to be used for Qualifying Projects

Extract of Minutes of a regular meeting of the Board of Commissioner of the County of Carteret, North Carolina held at the Board of County Commissioners Meeting Room, Carteret County Administration Building, Beaufort, North Carolina, at 6:00 p.m. on Monday, April 16, 2012.

* * *

The following members were present:

The following members were absent:

Also present:

* * *

Commissioner _____ moved that the following resolution (the *"Resolution"*), a copy of which was available with the Board and which was read by title:

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF CARTERET, NORTH CAROLINA, AUTHORIZING CERTAIN ACTIONS TAKEN AND TO BE TAKEN IN CONNECTION WITH A "QUALIFIED SCHOOL CONSTRUCTION BOND" HERETOFORE ISSUED, AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS THERETO

WHEREAS, the County of Carteret, North Carolina (the *"County"*) is a validly existing political subdivision of the State of North Carolina, existing as such under and by virtue of the Constitution, statutes and laws of the State of North Carolina (the *"State"*);

WHEREAS, pursuant to Section 160A-20 of the General Statutes of North Carolina, as amended, and upon the request of the Carteret County Board of Education (the *"School Board"*), on September 8, 2010, the County entered into a $5,653,860 Installment Financing Contract (the *"Contract"*) with Branch Banking and Trust Company (*"BB&T"*) for the purpose of financing certain improvements to the heating and air conditioning infrastructure (the *"Project"*) at East Carteret High School (the *"School"*);

WHEREAS, the County designated (a) $4,000,000 of the principal amount to be advanced by BB&T under the Contract as a "*qualified zone academy bond*" ("*QZAB*") for the purposes of, and within the meaning of, Section 54E of the Internal Revenue Code of 1986, as amended (the *"Code"*) and related Code provisions; (b) $1,653,860 of the principal amount to be advanced by BB&T under the Contract as a "*qualified school construction bond*" ("*QSCB*") for the purposes of, and within the meaning of, Code Section 54F and related Code provisions; and (c) the respective components of the Contract qualified as a QZAB and a QSCB each as a "Qualified Bond" under Section 6431(f) of the Code;

WHEREAS, the School Board has requested that a portion of the remaining proceeds of that portion of the Contract designated as a QSCB be used for other qualifying projects at other school facilities, and has so advised the North Carolina Department of Public Instruction (the *"State Department"*), which originally approved the Project;

WHEREAS, the Board of County Commissioner (the *"Board"*) intends by this resolution to authorize the Chairman of the Board (the *"Chair"*), the Vice Chairman of the Board of Commissioners

(the *"Vice Chair"*), the Clerk to the Board of Commissioners (the *"Clerk to the Board"*), the County Manager, the Assistant County Manager, Finance & Administration (the *"Director of Finance"*) and County Attorney to take any and all actions, including but not limited to amending the financing documents executed and delivered in connection with the Contract, *provided* that such amendments (collectively, the *"Amending Documents"*) do not affect the qualification of the Contract as a *"qualified zone academy bond"* and a *"qualified school construction bond"* within the meaning of, and for purposes of, Sections 54E and 54F of the Code, respectively

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CARTERET, NORTH CAROLINA, AS FOLLOWS:

Section 1. ***Ratification of Prior Actions.*** All actions of the County by and through the Chair, the Vice Chair, the County Manager, the Clerk to the Board, the Director of Finance and the County Attorney and each of their respective designees, in effectuating the Amending Documents, are hereby approved, ratified and authorized.

Section 2. ***Direction to Retain Special Counsel.*** That the County Manager and the County Finance Officer, with advice from the County Attorney, are hereby authorized and directed to retain the assistance of Parker Poe Adams & Bernstein LLP, Charlotte, North Carolina, as Special Counsel, in connection with the Amending Documents.

Section 3 ***Approval, Authorization and Execution of Amending Documents.*** The Chair, the Vice Chair, the County Manager, the Director of Finance and the Clerk to the Board, and each of their respective designees, are authorized, empowered and directed to execute and deliver the Amending Documents for and on behalf of the County, including necessary counterparts, their execution thereof to constitute conclusive evidence of their approval of the forms of the Amending Documents, and that from and after the execution and delivery of the Amending Documents, the Chair, the Vice Chair, the County Manager, the Director of Finance and the Clerk to the Board, and each of their respective designees, are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Amending Documents as executed.

Section 4. ***Effective Date.*** That this Resolution is effective on the date of its adoption.

On motion of Commissioner _____, seconded by Commissioner _____, the foregoing resolution entitled **"RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF CARTERET, NORTH CAROLINA, AUTHORIZING CERTAIN ACTIONS TAKEN AND TO BE TAKEN IN CONNECTION WITH A 'QUALIFIED SCHOOL CONSTRUCTION BOND' HERETOFORE ISSUED, AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS THERETO"** was duly adopted by the following vote:

PASSED, ADOPTED AND APPROVED this 16th day of April, 2012.

COUNTY OF CARTERET, NORTH CAROLINA

[SEAL]

_____
Chair, Board of Commissioners

Adopted at an official meeting this
the 16th day of April, 2012.

ATTEST:

_____
Clerk to the Board of Commissioners

APPROVED AS TO FORM:

_____
County Attorney

STATE OF NORTH CAROLINA)
) ss:
COUNTY OF CARTERET)

I, JEANETTE S. DEESE, Clerk to the Board of Commissioners of the County of Carteret, North Carolina, do hereby certify that the foregoing is a true and accurate copy of the resolution entitled **"RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF CARTERET, NORTH CAROLINA, AUTHORIZING CERTAIN ACTIONS TAKEN AND TO BE TAKEN IN CONNECTION WITH A 'QUALIFIED SCHOOL CONSTRUCTION BOND' HERETOFORE ISSUED, AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS THERETO"** which was adopted by the Board of Commissioners of the County of Carteret, North Carolina at an official meeting held in accordance with law on the 16th day of April, 2012, and that such resolution has not been repealed, revoked, rescinded or amended but is in full force and effect on the date hereof.

[SEAL]

_____
Jeanette S. Deese
Clerk to the Board of Commissioners

5. Approval of Authorization for the Assistant Finance Director to Perform the Pre-Audit Process

To: Board of Commissioners
From: Dee Meshaw, Assistant County Manager Finance & Administration
Date: April 16, 2012
Subject: Preaudit Authorization

For your consideration is a request to authorize the assistant finance director authority to perform the preaudit process. In order for the assistant finance director position to perform preaudits of invoices and contracts, NCGS 159-28 states the governing body must approve the position performing this task.

6. Approval of FY 2012 Audit Contract with McGladrey & Pullen, LLP

McGladrey

McGladrey & Pullen, LLP
3621 John Platt Drive
Morehead City, NC 28557
O 252.726.0551 F 252.726.2740
www.mcgladrey.com

March 5, 2012

Board of County Commissioners
Carteret County
Courthouse Square
Beaufort, North Carolina

Attention: Chairman

This letter is to explain our understanding of the arrangements for the services we are to perform for Carteret County, North Carolina ("County") for the year ending June 30, 2012. We ask that you either confirm or amend this understanding.

Audit Services

We will perform an audit of the County's governmental activities, business-type activities, aggregate discretely presented component units, each major fund, and aggregate remaining fund information, and the budgetary comparison as of and for the year ending June 30, 2012 which collectively comprise the basic financial statements. We understand that these financial statements will be prepared in accordance with accounting principles generally accepted in the United States of America. The objective of an audit of financial statements is to express an opinion on those statements.

We are responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management with the oversight of the board of commissioners are presented fairly in all material respects, in conformity with accounting principles generally accepted in the United States of America.

We will also perform the audit of the County as of June 30, 2012 so as to satisfy the audit requirements imposed by the Single Audit Act, the U.S. Office of Management and Budget (OMB) Circular No. A-133, and the State Single Audit Implementation Act.

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards* issued by the Comptroller General of the United States; the provisions of the Single Audit Act; OMB Circular A-133 and OMB's Compliance Supplement; the State Single Audit Implementation Act; and the "Audit Manual for Governmental Auditors in North Carolina." Those standards, acts, circulars, and supplements require that we plan and perform the audit to obtain reasonable rather than absolute, assurance about whether the financial statements are free of material misstatement whether caused by error or fraud. Accordingly, a material misstatement may remain undetected. Also, an audit is not designed to detect errors or frauds that are immaterial to the financial statements. The determination of abuse is subjective; therefore, Government Auditing Standards do not expect us to provide reasonable assurance of detecting abuse.

An audit of financial statements also includes obtaining an understanding of the County and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements, and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, we will communicate to management and the board of commissioners any significant deficiencies or material weaknesses that we become aware of during the course of the audit.

assumed by contracts; and any state or federal grant, entitlement of loan program questioned costs of which we become aware, consistent with requirements of the standards and circulars identified above.

Carteret County's Responsibilities

Management is responsible for the financial statements including the selection and application of accounting policies, adjusting the financial statements to correct material misstatements, and for making all financial records and related information available to us. Management is responsible for providing us with a written management representation letter confirming certain representations made during the course of our audit of the financial statements and affirming to us that it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and to the opinion units of the financial statements.

Management is responsible for establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge.

Management is responsible for identifying and ensuring that the County complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the County involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the County received in communications from employees, former employees, analysts, regulators, or others.

Management is responsible for the preparation of the supplementary information in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the supplementary information in any document that contains the supplementary information and that indicates that the auditor has reported on such supplementary information. Management also agrees to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

Management is also responsible for (a) making us aware of significant vendor relationships where the vendor is responsible for program compliance, (b) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings, and a corrective action plan, and (c) report distribution including submitting the reporting package(s).

The County Board of Commissioners is responsible for informing us of its views about the risks of fraud within the County, and its knowledge of any fraud or suspected fraud affecting the County.

The County agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, the County agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering. We may conclude that we are not otherwise associated with the proposed offering and that our association with the proposed offering is not necessary, providing the County agrees to clearly indicate that we are not associated with the contents of the official statement. The County agrees that the following disclosure will be prominently displayed in the official statement:

> *McGladrey and Pullen, LLP, our independent auditor, has not been engaged to perform, and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. McGladrey & Pullen, LLP also has not performed any procedures relating to this official statement.*

Our association with an official statement is a matter for which separate arrangements will be necessary. The County agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor/client relationship has been terminated when the County seeks such consent, we will be under no obligation to grant such consent or approval.

Carteret County's Records and Assistance

If circumstances arise relating to the condition of your records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets which in our professional judgment prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawal from the engagement.

During the course of our engagement, we may accumulate records containing data, which should be reflected in the County's books and records. The County will determine that all such data, if necessary, will be so reflected. Accordingly, the County will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by County personnel, including the preparation of schedules and analyses of accounts has been discussed and coordinated with Dee Meshaw, Assistant County Manager, Finance and Administration. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

Fees, Costs, and Access to Audit Documentation

Our fees for the audit described above are based on the time required by the individuals assigned to the engagement, plus direct expenses. Interim billings will be submitted as work progresses and as expenses are incurred. Billings are due upon submission. Our fee for the services described in this letter will not exceed $55,440 for the year ending June 30, 2012, which includes compliance testing for Type A federal or State grant programs unless the scope of the engagement is changed, the assistance to which the County has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client. Accordingly, the County agrees it will compensate McGladrey and Pullen, LLP for any additional costs incurred as a result of the County's employment of a partner or professional employee of McGladrey and Pullen, LLP.

In the event we are requested or authorized by Carteret County or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for Carteret County, Carteret County will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The documentation for this engagement is the property of McGladrey and Pullen, LLP. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request; and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of McGladrey and Pullen, LLP audit personnel and at a location designated by our Firm.

You have informed us that you intend to prepare a comprehensive annual financial report (CAFR) and submit it for evaluation by the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting. Our participation in the preparation of the CAFR is to consist of providing basic accounting assistance, assisting in the preparation of the draft financial statements that is based on management's chart of accounts, trial balance, any adjusting, correcting and closing entries that have been approved by management, and assisting in the preparation of draft notes to the financial statements based on information determined and approved by management.

The two overarching principles of the independence standards of the *Government Auditing Standards* issued by the Comptroller General of the United States provide that management is responsible for the substantive outcomes of the works, and therefore, has a responsibility and is able to make any informed judgment on the results of the services described above. Accordingly, the County agrees to the following:

- Dee Meshaw, Assistant County Manager, Finance and Administration will be accountable and responsible for overseeing the preparation of the draft financial statements and notes to the financial statements.
- Carteret County, North Carolina will establish and monitor the performance of the assistance in preparation of the draft financial statements and draft notes to the financial statements to ensure that they meet management's objectives.
- Carteret County, North Carolina will make any decisions that involve management functions related to the assistance in preparation of the draft financial statements and draft notes to the financial statements and accept full responsibility for such decisions.
- Carteret County, North Carolina will evaluate the adequacy of services performed and any findings that result.

This letter constitutes the complete and exclusive statement of agreement between McGladrey and Pullen, LLP and Carteret County, North Carolina, superseding all proposals oral or written and all other communications, with respect to the terms of the engagement between the parties.

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report has been included for your information.

If this letter defines the arrangements as the County understands them, please sign and date the enclosed copy, and return it to us. We appreciate your business.

Sincerely,

McGLADREY and PULLEN, LLP

Gary A. Ridgeway
Director

Confirmed on behalf of the Addressee:

Name: _____

Date: _____

LGC-205 (Rev. 2011)

CONTRACT TO AUDIT ACCOUNTS

of Carteret County, North Carolina
Governmental Unit

On this 27th day of February, 2012, McGladrey & Pullen, LLP
Auditor

3621 John Platt Drive, Morehead City, NC 28557
Mailing Address

_____, hereinafter referred to as the Auditor, and Board of Commissioners of Carteret County, North Carolina, hereinafter referred to as the Governmental Unit, agree as follows:
Governing Board — Governmental Unit

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit for the period beginning July 1, 2011, and ending June 30, 2012. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate discretely presented component units, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Circular A-133 and the State Single Audit Implementation Act, the auditor shall perform a Single Audit. This audit and all associated workpapers may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the LGC. If the audit and/or workpapers are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners.

3. This contract contemplates an unqualified opinion being rendered. If financial statements are not prepared in accordance with generally accepted accounting principles (GAAP), or the statements fail to include all disclosures required by GAAP, please provide an explanation for that departure from GAAP in an attachment.

4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, July 2007 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the Local Government Commission prior to the execution of the audit contract. (See Item 21) If the audit firm received a peer review rating other than pass, the auditor shall not contract with any Local Government Units without first contacting the Secretary of the Local Government Commission for a peer review analysis that may result in additional contractual requirements.

   If the audit engagement is not subject to *Government Accounting Standards*, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the SLGFD within four months of fiscal year end. audit report is due on: October 31, 2012. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the Secretary of the Local Government Commission for approval.

7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as the systems relate to accountability of funds, adherence to budget requirements, and adherence to law requirements. In addition, the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU 325 of the *AICPA Professional Standards*. The Auditor shall file a copy of that report with the Secretary of the Local Government Commission.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the Local Government Commission. This includes annual or special audits, agreed upon procedures related to Internal Control, bookkeeping or other assistance necessary to prepare the Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts

Contract to Audit Accounts (cont.) Carteret County, North Carolina
(Name of unit)

shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the Local Government Commission. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] The process for invoice approval has changed. All invoices for Audit work must be submitted by email in PDF format to the Secretary of the Local Government Commission for approval. The invoices must be emailed to: lgc.invoice@nctreasurer.com Email Subject line should read "unit name – invoice. The PDF invoice marked approved with approval date will be returned by email to the Auditor for them to present to the Local Government Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this agreement, the Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the Local Government Commission, the following fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts:

Year-end bookkeeping assistance – [*For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards*] Not applicable

Audit $55,440 - See arrangement letter

Preparation of the annual financial statements See arrangement letter

10. The auditor working with a local governmental unit that has outstanding revenue bonds will include in the notes to the audited financial statements, whether or not required by the revenue bond documents, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the Local Government Commission simultaneously with the local government's audited financial statements unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include but not be limited to the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the governmental unit and all of its component units prepared in accordance with generally accepted accounting principles, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.

12. If the audit firm is required by the NC CPA Board or the Secretary of the Local Government Commission to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Unit of Government will not be billed for the pre-issuance review. The pre-issuance review must be performed **prior** to the completed Audit being submitted to the Local Government Commission. The pre-issuance report must accompany the audit report upon submission to the Local Government Commission.

13. The Auditor shall electronically submit the report of audit to the Local Government Commission when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the Local Government Commission, becomes a matter of public record for inspection and review in the offices of the Secretary by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the Local Government Commission. These audited financial statements are used in the preparation of Official Statements for debt offerings (the auditors' opinion is not included), by municipal bond rating services, to fulfill secondary market disclosure requirements of the Securities and Exchange Commission, and other lawful purposes of the government, without subsequent consent of the auditor. If it is determined by the Local Government Commission that corrections need to be made to the unit's financial statements they should be provided within three days of notification unless, another time frame is agreed to by the Local Government Commission.

The Local Government Commission's process for submitting audit reports is subject to change. Auditors should use the submission process in effect at the time of submission.

In addition, if the North Carolina Office of the State Auditor designates certain programs to be audited as major programs, a turnaround document and a representation letter addressed to the State Auditor shall be submitted to the Local Government Commission.

14. The auditor can be reached for matters concerning this contract at the following email address: gary.ridgeway@mcgladrey.com

The finance officer or other responsible employee/official can be reached for matters concerning this contract at the following email address: deem@carteretcountygov.org

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the Local Government Commission, this agreement

Contract to Audit Accounts (cont.) Carteret County, North Carolina
(Name of unit)

may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, signed and dated by all parties and pre-audited if the change includes a change in audit fee. This document and a written explanation of the change must be submitted by email in PDF format to the Secretary of the Local Government Commission for approval. The portal address to upload your amended contract and Letter of explanation documents is http://nctreasurer.slgfd.leapfile.net No change shall be effective unless approved by the Secretary of the Local Government Commission, the Governing Board, and the Auditor.

17. Whenever the Auditor uses an engagement letter with the client, Item 18 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 23 of this contract. Engagement letters containing indemnification clauses will not be approved by the Local Government Commission.

18. Special provisions should be limited. Please list any special provisions in an attachment.
The attached arrangement letter is an integral part of this contract and should be read in its entirety when reading this contract.

19. A separate contract should not be made for each division to be audited or report to be submitted. A separate contract must be executed for each component unit which is a local government and for which a separate audit report is issued.

20. The contract must be executed, pre-audited, physically signed by all parties and submitted in PDF format including unit and auditor signatures to the Secretary of the Local Government Commission. The portal address to upload your contractual documents is http://nctreasurer.slgfd.leapfile.net Electronic signatures are not accepted at this time.

21. The contract is not valid until it is approved by the Local Government Commission. The staff of the Local Government Commission shall notify the unit and auditor of contract approval by email. The audit should not be started before the contract is approved.

22. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the Local Government Commission.

23. All of the above paragraphs are understood and shall apply to this agreement, except the following numbered paragraphs shall be deleted: (See Item 17.)

Audit Firm Signature:

Firm McGladrey & Pullen, LLP

By Gary A. Ridgeway
(Please type or print name)

(Signature of authorized audit firm representative)

Email Address: gary.ridgeway@mcgladrey.com

Date 3/5/12

Unit Signatures:

By Robin Comer, Chairman
(Please type or print name and title)

(Signature of Mayor/Chairperson of governing board)

Date

Email Address

Date Governing Body Approved Audit Contract

Unit Signatures (continued):

By N/A
(Chair of Audit Committee- please type or print name)

(Signature of Audit Committee Chairperson)

Date
(If unit has no audit committee, this section should be marked "N/A.")

Email address

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

Dee Meshaw
Governmental Unit Finance Officer (Please type or print name)

(Signature)

Date
(Preaudit Certificate must be dated.)

Email address deem@carteretcountygov.org

7. Resolution Awarding a CDBG-SS Program Housing Rehabilitation Contract to Robert P. Cunningham Construction, Inc.

SUBJECT: 2009 CDBG-SS Program
Carteret County
5440

Dear Jeanette:

I am sending this package directly to you since Jim is out of the office until April 2, 2012. Enclosed is a resolution package to award one housing rehabilitation contract at your April 16, 2012 Board meeting.

We received bids on March 23, 2012 and would like to proceed with work on this unit as soon as feasible. Enclosed is a resolution package to award one housing rehabilitation contract at your Board's April 16, 2012 meeting.

I have conflict on the 16th and cannot attend the Commissioner' Meeting. This item is fairly routine and consistent with other items typically placed on the Board's Consent Agenda. So if possible, please place this item on the April 16, 2012, Consent Agenda. If it is not appropriate for the Consent Agenda or the Commissioners have questions, please pull the item and I will attend the May meeting.

We have outlined conflict of interest relationships on the attached "Conflict of Interest Summary." Note the fourth "Whereas" on the Resolution references various County employees and possible conflicts-of-interest. Prior to the meeting, please insure that no person outlined in the fourth "Whereas" constitutes a potential conflict-of-interest with the persons listed on the "Ownership/Occupant Disclosure" form. If potential conflicts-of-interest do exist, notify me so we can decide how to address the situation.

Thank you for your help. If there are questions or need additional information, please contact me.

Sincerely,
McDAVID ASSOCIATES, INC.

Mike B.

Milton D. Barnette, Jr., PE
Program Manager

CARTERET COUNTY 2009 CDBG-SSH REHABILITATION BID TAB SHEET - MARCH 23, 2012 12:00 PM					
		09-01 868 Merrimon Road Beaufort, NC			
1	Evans Custom Builders	$24,315.00			
2	Robert P. Cunningham Construction Inc.	$18,250.00 *			
3	Billy Earp & Son Construction, Inc.	$20,240.00			
4	Commercial Roofing Systems, Inc.	$30,000.00			
5	Henry Everette Feneral Contractor	*no bid*			
6	B & B Construction	*no bid*			
7	Darryl Marshall Home Repair	*no bid*			
8	Mike Jones Construction	*no bid*			
9	Coastline Heritage Construction	*no bid*			
10	United Builders Group	*no bid*			
	Award	Robert P. Cunningham Construction, Inc.			
	Recommendation	$18,250.00			
	* *Mathematical Error*				

The above CDBG Housing Rehabilitation bids were opened on March 23, 2012.

OWNERSHIP DISCLOSURE
FOR
AWARD RECOMMENDATIONS

OWNER / OCCUPANT

House No.

09-01 Ada Smith

CONTRACTOR

Robert P. Cunningham Construction, Inc.
(Robert P. Cunningham)

CONFLICT OF INTEREST SUMMARY

Program regulations state that a conflict-of-interest may exist when an official, employee or agent of the Grantee has one of the following relationships or dealings with program beneficiaries or contractors:

A. Immediate Family Members
   1. Spouse
   2. Parent
   3. Child
   4. Brother
   5. Sister
   6. Grandparent
   7. Grandchild
   8. Step relationship of 1-7
   9. Half relationship of 1-7
   10. In-Law relationship of 1-7.

B. Any business relationship.

C. Any financial dealings.

The following regulations and statutes pertaining to conflict-of-interest in the CDBG Program. Copies are available upon request.

N.C. Division of Community Assistance: Grant Agreement

N.C. Division of Community Assistance: Program Regulations

N.C. General Statutes (GS 14-234)

Congressional Federal Register (CFR 570.489)

No Commissioners indicated any conflict of interest.

RESOLUTION BY THE BOARD OF COMMISSIONERS
OF
CARTERET COUNTY

WHEREAS, Carteret County has received funding for housing improvements under the 2009 CDBG-SSH program, and;

WHEREAS, Carteret County has received bids for housing rehabilitation work to be completed under said program, and;

WHEREAS, the Program Manager has recommended awards consistent with the grant policies and procedures.

WHEREAS, the Program Manager=s recommendation of award is subject to the County's determination no member of the governing board, County employee who exercises any function or responsibility with+ respect to the CDBG-SSH program, or anyone who has served in these capacities in the past year, is associated in any way with any party on the attached ownership /occupant disclosure form in any manner which could potentially constitute a conflict-of-interest.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of housing rehabilitation contract is awarded as follows:

House No.	Contractor	Amount
09-01	Robert P. Cunningham Construction, Inc.	$18,250.00

ADOPTED this the 16th day of April 2012.

_____
Robin V. Comer, Chairman
Carteret County Board of Commissioners

ATTEST:

_____
Jeanette Deese, NCCCC, CMC
Carteret County Clerk to the Board

8. Approval of FY 2013-17 Airport Transportation Improvement Program (TIP)

March 29, 2012

Honorable Board of Commissioners
Carteret County

Please find attached the annual Transportation Improvement Program (TIP) which requires your signature. This concurrence is not a commitment of local funds, but is an acknowledgement that the projects are consistent with local goals and objectives. This was approved by the Beaufort-Morehead City Airport Authority on March 29, 2012.

The following changes have been made since last year:

The format of the TIP list has been revised as requested by the NC Division of Aviation

Projects Removed from the TIP
Item #1 from previous TIP Request, 8-26 Runway Extension to 5,000 ft and Partial Parallel Taxiway, was removed because the project has been funded.
Item #7 from previous TIP Request, 8-26 Runway Extension to 5,000 ft and Partial Parallel Taxiway, was removed because the project has been funded.

Projects Added to the TIP
Item #1 on the new TIP has been Added at the request of the NCDOA/FAA as a result of a recent airport compliance review
Item #2 on the new TIP has been Added at the request of the NCDOA/FAA as a result of a recent airport compliance review
Item #5 on the new TIP is a new project added to the TIP
Item #6 on the new TIP is a new project added to the TIP at the request of the NCDOA/FAA

Other TIP Changes
Item #3 Changed Fiscal Year from 2012 to 2013
Item #4 Changed Fiscal Year from 2012 to 2013
Item #7 Changed Fiscal Year from 2012 to 2014
Item #8 Changed Fiscal Year from 2014 to 2015
Item #9 Changed Fiscal Year from 2015 to 2016
Item #10 Changed Fiscal Year from 2016 to 2017

Item #11 Changed Fiscal Year from 2013 to 2014
Item #12 Changed Description from 10-Unit T-Hangar to 14 Unit T-Hangar

Respectfully,

Ken Lohr, Chairman

MICHAEL J SMITH FIELD
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
2013 - 2017 PROJECT LISTING

PROJECT	DESCRIPTION	FISCAL YEAR	TOTAL EST. COST
Division of Aviation Minimums:			
1. Remark Runway 14-32	Improving condition of marking on Runway 14-32 including repainting all existing Runway markings	2013	$ 68,750.00
2. Hold Sign Installation	Installation of new hold signs for at all taxiway hold position locations for all runways	2013	$ 58,750.00
3. Standard Instrument Approach Procedure	Establish LPV and LNAV approach to extended Runway 26. (Survey and coordination costs only.)	2013	$ 50,000.00
4. Full Parallel Taxiway 8-26	Construction of Full Parallel Taxiway including Overlay of Existing Section of Parallel Taxiway serving the Runway 3 End; Full parallel needed for added safety of aircraft accessing Runway 8-26 for arrival and departure operations.	2013	$ 1,560,000.00
5. Runway Light System Rehabilitation	The existing runway lights were installed in 1987 (approximately 25 years old) and the lights are quickly deteriorating. The exposed steel and aluminum on the fixtures has corroded in the coastal environment and ever increasing maintenance on the light fixtures is required. The airport would like to request that funds be provided to rehabilitate the runway light system with the upcoming runway overlay project.	2012	$ 185,000.00
6. Segmented Circle with Traffic Pattern Indicators	With the change in traffic patterns as required by the MOA for the runway 8-26 extension project, the airport is being required by the FAA to install traffic pattern indicators to indicate the traffic patterns for all runway ends	2012	$ 30,000.00
	Total Cost to bring airport up to Division of Aviation minimums:		$ 1,932,500
Division of Aviation Recommended:			
7. RPZ Land Acquisition Runway 8-26 (Phase II)	Purchase Property (71 acres) inside the future RPZ for a 5,500' runway and precision approach to Runway 26; Needed for Protection of RPZ from non-conforming land uses. (Funding for the project would be expected over multiple years)	2014	$ 6,900,000.00
8. Airfield Perimeter Fencing (Phase I)	Approximately 95% of Airfield is not currently Fenced; Needed for added protection of aircraft from wildlife incursions and human vandalism.	2015	$ 325,000.00
9. Airfield Perimeter Fencing (Phase II)	Approximately 95% of Airfield is not currently Fenced; Needed for added protection of aircraft from wildlife incursions and human vandalism.	2016	$ 160,000.00
10. 8-26 Runway Extension to 5,500 ft, Parallel Taxiway Extension and Road Relocation	Construction of a 500' extension and parallel taxiway extension on Runway 26. In order to construct the Runway Extension, the existing roadway in the runway approach will need to be relocated. Project cost includes acquisition of 60' right of way or road relocation, design and construction of new roadway and 500' Runway Extension	2017	$ 5,500,000.00
	Total Cost to bring airport up to Division of Aviation recommended:		$ 12,888,000
Additional Airport Requested Projects:			
11. Seal Runway 14-32	Considerable Cracking and Deterioration; Needed for Improvement of pavement condition and to extend existing pavement life	2014	$ 250,000.00
12. 14-Unit T-Hangar	As part of the relocation of US Hwy 70, the State will be taking away existing hangars. Currently, MRH hangars are at 100% occupancy. This project includes design and construction of a new 14-Unit T-Hangar to replace the hangars being taken as part of the US 70 relocation project	2013	$ 1,250,000.00
	Total Cost for airport requested projects:		$ 1,500,000
		Total all Improvements	$ 15,317,500

9. Resolution of Support for Marine Corps Air Station-Cherry Point, Fleet Readiness Center East, and the F-35B Joint Strike Fighter

RESOLUTION
IN SUPPORT OF MARINE CORPS AIR STATION CHERRY POINT,
FLEET READINESS CENTER EAST, AND
THE F-35B JOINT STRIKE FIGHTER

WHEREAS, Marine Corps Air Station Cherry Point (MCAS Cherry Point) and the Navy's Fleet Readiness Center East (FRC East) impact Carteret County by directly contributing nearly $2,000,000,000 annually to the regional economy; and

WHEREAS, approximately 10,000 active duty military personnel and 5,000 civilian personnel are employed at MCAS Cherry point and FRC East, and combined with approximately 12,000 military and civilian families who are retired and now have homes in the region, they support approximately 45,000 family members; and

WHEREAS, the U.S. Marine Corps desires to station eight squadrons of F-35B Joint Strike Fighters at MCAS Cherry Point to replace the AV-8B Harrier and EA-6B Prowler squadrons; and

WHEREAS, it is critically important for the North Carolina Congressional Delegation and the Department of Defense to be informed about the extent of community support for MCAS Cherry Point as the principal home base location for the eight squadrons of F-35B Joint Strike Fighter fighters; and,

WHEREAS, FRC East is a key military depot that serves as the Department of Defense's Vertical Lift Center of Excellence and the proficiency of the talented work force extends throughout the facility's full range of aviation maintenance, repair, and overhaul workload; and

WHEREAS, the Department of Defense is evaluating its military strategy and budgets in preparation for budget cuts or a Congressional Base Realignment and Closure (BRAC) process; and

WHEREAS, the Board of Commissioners of Carteret County has been a leader in the effort to defend and promote MCAS Cherry Point and FRC East during three previous BRAC rounds; and

WHEREAS, the citizens of the Carteret County community are intensely concerned about developments that impact the future of MCAS Cherry Point and FRC East.

NOW, THEREFORE, BE IT RESOLVED, that the Carteret County Board of Commissioners endorses MCAS Cherry Point as the principal home base location for at least eight F-35B Joint Strike Fighter squadrons as soon as possible; and

BE IT FURTHER RESOLVED, that the Board of Commissioners urges the North Carolina Congressional Delegation to fully support the F-35B Joint Strike Fighter acquisition program and provide the Congressional appropriations and authorizations necessary to make stationing at MCAS Cherry Point possible; and

BE IT FURTHER RESOLVED, that the Department of Defense give full consideration to the unwavering, long-term support of the Board of Commissioners and other community organizations for MCAS Cherry Point and the Marine Corps; and

BE IT FURTHER RESOLVED, that the Carteret County Board of Commissioners pledges to support the Marine Corps and Navy in planning for and providing the necessary community infrastructure, encroachment mitigation, facilities, and services in support of the deployment of F-35B Joint Strike Fighter squadrons and FRC East's missions.

ADOPTED, this the 16th day of April, 2012.

_____
Robin V. Comer, Chairman
Carteret County Board of Commissioners

ATTEST:

_____
Jeanette Deese, NCCCC
Carteret County Board of Commissioners

V. PUBLIC COMMENT

Captain James "Jim" Willis from Atlantic Beach said in 1956 he put a drainpipe in the dune ridge at his house and ran it down to what they called "West Canal". He said he decided for engineering reasons to have the bottom of the pipe that entered the canal to be flush with the lowest low tide of that year because he wanted the water in the canal to come exactly up to the bottom of the pipe. He said, last year when he was down at his dock one day, he happened to look and the tide was about the same as it was the day he put this pipe in. He

said, last year, 55 years later, he checked to see how far up the water came up to that pipe and it was zero therefore it was his opinion that sea level had not risen in 55 years.

Frank Kivett spoke on behalf of the Sea Gate Homeowner's Association and said he previously provided the Board with a resolution regarding the new fire station to be built about 2 miles from the entrance of Sea Gate I where there are about 170 homes. He said in recent weeks the property owners had received their insurance bills and in some cases they doubled. Mr. Kivett said this was a "pocketbook issue" and it was important for the new fire station to be built soon so their insurance rates could be reduced.

David Eubanks, a Firefighter for the Town of Atlantic Beach said he heard that his name had been submitted that evening in connection with the pending vote for the approval of another ambulance provider. He said he went by CCMT and requested a copy of his contract and didn't realize that he had signed an agreement to not transport patients for any other service for 5-years; although he didn't recall signing that agreement. Mr. Eubanks said he had gone through some tough times, just as many other people had during this economy and he needed all the work he could get since his services were terminated by CCMT. Mr. Eubanks said he had 5-children to support so he was excited to learn that two new transport companies were applying to operate in Carteret County in order to supplement his income. However, he later learned that CCMT would threaten him with a lawsuit if he or any of their other past employees went to work for this new company if they used the same software as the County. He said he didn't understand what sensitive information he would have obtained by working for CCMT. Mr. Eubanks said he didn't think the Commissioners granted CCMT their letter to operate with the intention for them to restrict other first responders from operating in the County.

Mark Hooper, the President of Carteret County Crossroads, said he had worked with an environmental organization for 30+ years for the purpose of working towards a sound environmental policy for Carteret County. In reference to the resolution adopted by the Board on March 19th, he requested that the Board withdraw their support for this resolution and that they contact the local municipalities and NC 20 members and ask that they do the same. He also asked that they inform the NC Department of Coastal Management that they were ready to come to the table to work on a viable plan to address Sea Level Rise issues. Mr. Hooper said Crossroads felt now was the time to look at graphs, lines, numbers and projections from various sources and delve into data and statistical manipulations and try to look 100 years in the future. He said as residents rebuilt water plant infrastructure and homes, they factored in the potential for increasing water levels and higher storm activity. Mr. Hooper said Crossroads proposed an alternative plan to move forward with a generational approach for the incremental implementation of a plan for adapting ever rising sea levels. He said they would plan for a one-foot rise in 33 years. Mr. Hooper said they looked at measurements and tidal gauges and were confident in their ability to track what was needed. He said metrics also developed the methodology to record water level events at stations identified in the mapping process. Mr. Hooper said if they identified low points that would be flooded in a one-year rise, and tracked how many times it had been flooded, then they would know the level of Sea Level Rise. He said this approach would allow economic activity in zones two and three, which had been identified, with the knowledge that they might be more of a temporary nature.

Jaime Smith said she and her husband own Crystal Coast Medical Transport, which is a non-emergent ambulance transport service in Carteret County. Ms. Smith said their business had been in service in Carteret County since 2008 and had given back over $123,000 to the community through scholarships, donations and unpaid transports. She said it was not their intent to keep competition out of the County but it was to unify the process. Ms. Smith said they wanted the Board to allow competent, qualified, non-emergent transport services to follow the same rules and guidelines that Crystal Coast Medical Transport had followed. She said their concerns were for the citizens and the possible liability to the County if future non-emergent services were not held to the same standards. Ms. Smith said she hoped the Board had taken the time to review the packet from their attorney, Gary Clemmons, which outlined some of their concerns if Friendly Medical Transportation was granted authority to operate. She said there had been some inaccuracies with regard to ambulances and staffing listed on their application for convalescent ambulance services. Ms. Smith said there was a clear succession of criteria, beginning on the State level following through to the local level for operating this type of service. She asked for the Board's careful consideration in allowing any new convalescent ambulance transport service operate in the County if they had not clearly followed the NC General Statutes, as well as the policies set forth in the County's EMS Plan.

John Merriner said he took issue with the Sea Level Rise resolution which the Board passed at their March 19th meeting. He felt the resolution encouraged the discontinued promotion of educational implementation of any Sea Level Rise policies and the resolution told agencies not to educate the public. Mr. Merriner said both sides of the issue needed to be presented in order to educate people. He said the resolution basically said they were going to wait until they could get un-refutable data on sea level rise. He said the track record was 103 millimeters and it would be wise to try to mobilize the general public to get some observes for various sites to measure the number of times certain properties flooded. Mr. Merriner referred to the North River property that the County acquired through CAMA funding for the Scenic Byway area as an example. He said they were trying to measure something in a short, human scale term but he proposed that the Board look seriously at what was proposed by Mark Hooper and Crossroads as one-foot planning measure over a 30 year period. He felt they would be much better off in terms of making reasonable changes to codes and procedures in place for planning and development.

Ronald Stone said he wanted to respond to comments made by Jaime Smith and referred to her comments as a smoke screened, designed from keeping Friendly Medical Transportation from being competition for CCMT. He said the information that CCMT provided to their lawyer was 30-45 days old. Mr. Stone said he and Jerry had been blessed by having a good rapport with county staff and they were making sure they complied with the

NC statutory requirements. Mr. Stone said Friendly Medical Transportation would comply with all the rules and regulations. He said they had owned and operated head-hunting and staffing companies from NC to California and he could assure that they would be able to staff their business with competent people and they wouldn't be bogged down with the 5-year non-compete contract. Mr. Stone asked the Board to approve Friendly Medical's request for approval to operate.

VI. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE PROPERTY LOCATED AT 1490 HWY. 24 FROM R-15M TO B-1A

Background Information

To: Board of Commissioners

Cc: Russell Overman, County Manager

From: Jim Jennings, Director of Planning and Development

Re: Public Hearing for the request by Hall Road Properties, LLC to rezone the property located at 1490 Highway 24 (PIN 6336.02.85.4430) from R-15M (Single-Family Residential District) to B-1A (General Business District).

This property is located about 1,400 feet west of Trailwood Drive on the north side of Highway 24 in Morehead Township (PIN 6336.02.85.4430) and contains 1.53 acres. Currently, there is a single-family dwelling and a storage building located on-site.

On November 13, 2007, the Planning Commission recommended denying a rezoning request from R-15M (Single-Family Residential District) to B-1A (General Business District) for this property and the Board of County Commissioners subsequently denied the request, primarily because this would have been a spot zoning to commercial uses. At that time, the property adjacent to the west was zoned R-10CU.

On November 14, 2011, the Planning Commission recommended granting the rezoning of that adjacent property from R-10CU to B-1A. The Board of County Commissioners granted that rezoning on December 19, 2011.

The surrounding properties are primarily zoned R-15M (Single-Family Residential), including across NC 24 to the south. However, in addition to the neighboring property to the west that was just rezoned to B-1A, there are two B-1 properties across NC 24 to the south.

The subject property is situated within the Limited Transition CAMA Land Use Plan classification. Areas included in the limited transition classification are areas that will experience increasing development during the next five to ten years. The limited transition classification is intended for predominately residential use, with an inter-mixture of business uses, which is one of the objectives of the B-1A district. Thus, this request is consistent with the Land Use Plan.

Eight surrounding property owners (for 13 parcels) have been notified. To-date, Staff has received two (2) "No Objections". In addition, the Applicant owns or controls 4 of the 13 surrounding parcels.

The Planning Commission voted unanimously at its March 12, 2012 meeting to recommend approval of the request. Copies of maps of the surrounding areas, the notice of public hearing, and excerpts from the Planning Commission minutes are attached. Staff will be in attendance to answer any questions.

Motion-Commissioner Smith moved to open the public hearing. Commissioner Harris seconded. **Motion carried unanimously**.

Edith Mason, with Mason and Mason, said she was present on behalf of the application, if there were any questions by the Board.

There were no questions by the Board.

Motion-Commissioner Harris moved to close the public hearing. Commissioner Smith seconded. **Motion carried unanimously**.

Mr. Jennings said this request was fairly straightforward, noting that the property was located next door to the property that was recently rezoned back to its previous B-1A zoning. He said the Planning Commission unanimously recommended approval of this request.

Motion-Commissioner Smith moved to rezone the property located at 1490 Highway 24 from R-15M (Single-Family Residential) to B-1A (General Business). Commissioner Harris seconded. **Motion carried unanimously**.

VII. OPERATION OF NON-EMERGENT PATIENT TRANSPORT PROVIDER SERVICES

A. APPROVAL OF REQUIREMENTS TO OPERATE AS A NON-EMERGENT PATIENT TRANSPORT PROVIDER IN CARTERET COUNTY

B. APPROVAL OF AUTHORIZATION TO OPERATE TO FRIENDLY MEDICAL TRANSPORTATION

Background Information

TO: Carteret County BOC

FROM: Jo Ann Smith, Director

SUBJECT: Friendly Medical Transportation, LLC
To Provide Convalescent Ambulance Transport

DATE: April 16, 2012

Friendly Medical Transportation, LLC is a private, for profit, corporation and is proposing to provide non-emergency medical transportation to and from medical facilities where patients are unable to ambulate due to their medical, mental, or physical condition. Friendly Medical Transportation, LLC will be equipped and staffed at the EMT-Basic (BLS) level of service.

Friendly Medical Transportation, LLC is located in Morehead City, NC and currently seeking a base of operations in Morehead City for their ambulance and wheelchair service. They will be available to service Carteret County and surrounding areas 24/7, 365 days per year. Their dispatch center will be located in Morehead City. They have purchased 3 ambulances and have them stocked and ready for operation. They have consulted with Colleton Software and will be contracting with them to service their ambulance billing.

Currently there is only one Transport Company operating regularly in Carteret County. Friendly Medical Transportation, LLC has stated they are willing to operate under Carteret County's approved rules and regulations.

It is the desire of Carteret County Emergency Services to determine if the BOC would like to authorize Friendly Medical Transportation, LLC to provide non-emergent convalescent ambulance transport service within Carteret County.

Commissioner Robinson said, after reviewing some of the requirements to operate these non-emergent patient transport services, he thought some of them may be permitted and some may not. He said he didn't see any criteria on how these services were to be staffed. Commissioner Robinson said he felt sure there were more extensive laws and/or criteria for these services to operate that would require the employees to be rested, alert and coherent. Commissioner Robinson expressed concern that a number of these employees were moonlighting on the side after working a full shift for another agency and may not be coherent and alert. He said he would like this addressed in the regulations and asked if this was referenced in the County's contract rules. Scott Keroack said it was not addressed but staff could look into this further.

Commissioner Joyce said it was his understanding that a lot of these people worked 12 hour shifts, 3 or 4 days a week and then they rested for a day before going back to work for the remainder of the week, such as the shifts that nurses work. He pointed out that a lot of medical related employees worked second jobs. Commissioner Robinson said he wasn't opposed to a person working but it should be done within certain parameters. Commissioner Joyce said as he understood it, they didn't go from one job to another but rested between jobs.

Commissioner Faircloth said he wasn't comfortable with the way this whole process had gone but they needed to move forward with some kind of policies. He referred to item 5 of the requirements that read, "All EMS providers that operate in Carteret County must adhere to the Carteret County Office of EMS policy criteria for basic life support". He asked if this policy had been adopted by the Board of Commissioners or if it was a policy that floated around and changed at will. Mr. Keroack said it was developed and voted on by the Carteret County Quality Management Committee, which was made up of Dr. Lowry and EMS providers. Commissioner Faircloth said he was concerned that the BOC had no control over this policy and questioned if it should go before the Board for approval.

Chairman Comer said it was his understanding that the EMS folks got together with Dr. Lowry and that was where the policy originated. He said he wasn't an EMS person so he couldn't qualify the policy and he would depend on experts and the doctor of record.

Commissioner Faircloth said he was confident that it was a well written policy but he was just concerned that the Board of Commissioners would not be seeing it. He asked if the PreMIS and NEMSIS complaint documentation system was the one that the County had always and would continue to use. Mr. Keroack said they currently used Colleton. Commissioner Faircloth said our requirements shouldn't be written to specify some specific documentation if it was temporary. He felt it should be written to comply with whatever the Carteret County EMS recommended. Mr. Overman said he wasn't sure the way it said "approve for use by Carteret County Office of EMS", so it could be a proprietary software company name. Mr. Keroack said PreMIS and NEMSIS was the pre-hospital electronic medical records system used by the State.

Chairman Comer said he had some of the same questions but he and Mr. Overman met with Dr. Lowry and he was in agreement and wanted to see the ambulatory services abide by the proposed regulations.

Commissioner Robinson reiterated his concerns, noting that the language stated, "such delays have previously resulted in local facilities relying heavily on 911 activated EMS responses for what otherwise would have been a non-emergent transport". He questioned why local facilities called on EMS people for what was considered a non-emergent transport. Chairman Comer said he read that differently than Commissioner Robinson. Mr. Overman said, based on his conversation with Dr. Lowry, it was his understanding that during some prior years we had several non-emergent transport providers in the County, one of which was not physically located in the County. He said some of the facilities would call for the non-emergency medical transports and there were delays so they would call for one of the local rescue squads to transport these patients. Commissioner Robinson said that was bad public policy. Mr. Overman said when the Quality Management Committee drafted these guidelines, that was the premise in setting up the requirement that there be 24-hour, 7-day a week staffing and that it would be located in close proximity to the hospital and based in the County.

Commissioner Harris said it was his understanding that, in the absence of a County Ordinance, these regulations basically had no standing. Mr. Wheatly said yes. Commissioner Harris said the Board might want to add some language to item (a) of the regulations suggesting that Dr. Lowry consider these requirements when he okayed an agency for operation in the County. Chairman Comer said he didn't think that would be a problem because Dr. Lowry indicated he that expected to sign-off on any of these companies who wanted to operate here.

Motion-Commissioner Harris moved to request that Dr. Lowry consider these 10 points when approving or disapproving non-emergent transports to operate in the County. Commissioner Smith seconded.

Commissioner Robinson asked if this was broad enough to address his concerns. Chairman Comer said he didn't know what could be done to regulate the employee concern. In reference to the statement that Commissioner Robinson referred to, Chairman Comer said he thought the statement was trying to reiterate the fact that there was a reason they needed this policy in place to avoid those things from happening, since evidently these things had happened in the past.

Commissioner Joyce asked if Dr. Lowry made the decision on these then why was the Board voting on item "b". Commissioner Harris said the State regulations required this of counties. Mr. Wheatly said the Medical Director was required to sign off on whatever application they have. He said he was told by a provider that these operators had to have something from the County to operate.

There being no further discussion, Chairman Comer called for a vote on the motion.

Motion carried unanimously.

(Commissioner Lewis arrived at 6:45 p.m.)

The requirements were as follows:

Carteret County Office of EMS

Requirements to operate as a Non-Emergent Patient Transport Provider in Carteret County

The Carteret County Office of EMS wishes to promote business and foster competition, but realizes that having too many non-emergent patient transport providers can limit the ability of any one agency in being able to provide vital services 24 hours a day from a location central within the county in close proximity to the hospital. From bad prior experiences, Carteret General Hospital and several local facilities have learned that having Non-Emergent Patient Transport Providers that respond primarily from locations outside of Carteret County results in significant delays for patient transports to the hospital and discharges from the hospital. Such delays have previously resulted in local facilities relying heavily on "911-activated" EMS responses for what otherwise would have been non-emergent transports; this has resulted in delayed responses for EMS to respond to true emergencies, causing several patients to potentially suffer disastrous consequences. Such a situation puts the Carteret County Office of EMS, the Carteret County healthcare facilities and our patients in jeopardy by not providing appropriate and timely non-emergent patient transport services.

1. Must be staffed 24 hours a day 7 days a week by at least 2 credentialed personnel (with at least an EMT-B and MR, or EMS personnel with higher credentials).
2. Must maintain a base location from which these 2 credentialed personnel may respond that is central to Carteret County with a 10 minute response time to Carteret General Hospital under normal traffic conditions.
3. Must submit required quarterly reports to the Carteret County Office of EMS.
4. Must maintain a Dispatch Center for Carteret County EMS operations that is based within Carteret County such that at least 80% of phone calls for transports within Carteret County are received by the Dispatch Center within Carteret County.
5. All EMS Providers operating in Carteret County must adhere to the Carteret County Office of EMS Policy *"Criteria for Basic Life Support (BLS) EMS Units or Nursing Home/Assisted Living Facility personnel to call for Advanced Life Support (ALS) Assistance."*
6. All operating EMS Personnel must be credentialed to run within Carteret County; must remain in good standing with credentialing through the NC Office of EMS; must adhere to the Continuing Education requirements of the Carteret County Office of EMS.
7. All EMS Providers must demonstrate continued operations within Carteret County. If they fail to present the appropriate quarterly reporting to the Carteret County Office of EMS for a period of 6 months, or fail to make a patient transport within Carteret County for a period of 6 months, then they will no longer operate in Carteret County. The Non-Emergent Patient Transport Provider must then reapply to the Carteret County Office of EMS to operate within Carteret County.
8. Must be available to provide Mutual Aid as requested by the Carteret County Office of EMS and Carteret County "911" Dispatch in the event of Mass Casualty Events, mass patient evacuations, and high-priority EMS responses.
9. Must use the PreMIS and NEMSIS-compliant documentation system approved for use by the Carteret County Office of EMS.
10. Must meet with the Carteret County Medical Director and the Carteret County EMS Director/Coordinator before beginning operations.

b. FRIENDLY MEDICAL TRANSPORTATION, LLC

Motion-Commissioner Smith moved to approve Friendly Medical Transportation to operate as a non-emergent transport service in Carteret County, pursuant that they adhere to all the North Carolina General Statutes. Commissioner Harris seconded.

Commissioner Lewis said he had no problem with the proposed entity but he questioned if the County should have a franchise agreement in place prior to proceeding any further.

Chairman Comer said he felt a franchise agreement was a matter of opinion. He pointed out that the County's Medical Director had to sign-off on these agencies to operate and they had to abide by State rules and policies, so he didn't know what a franchise agreement would accomplish.

Commissioner Lewis said a franchise agreement would give the County the power and authority to regulate these entities that come into the County and if there was an entity that wasn't living up to its obligation, it would allow the Board to make them come back into compliance or remove them. Chairman Comer asked who would determine whether they were operating properly. Commissioner Lewis said the draft franchise agreement from September 2005 indicated it would be the EMS Director and the County Manager. Chairman Comer asked if it could be as simple as the EMS Director and the County Manager recommending that the Medical Director drop them from under his blanket authority. Commissioner Lewis asked if there was anything in place to allow that to happen. Chairman Comer said he thought the Medical Director had a lot of authority over who he put under his blanket authority to operate. Mr. Overman said he knew Dr. Lowry had the authority to suspend but he didn't know whether he had the authority to outright drop someone.

Commissioner Robinson said this might be the perfect venue to address some of his concerns about how these organizations were staffed. He said it wasn't listed in the criteria that the State passed down so there might be oversight by EMS or the County Manager. Commissioner Robinson said he felt this was something that needed to be reviewed.

Commissioner Faircloth agreed that there should be something in the State's licensing regulations that require EMT's and Paramedics to be alert when performing their job duties. Mr. Keroack said he was not aware of anything from the State that required this.

Commissioner Comer asked Mr. Overman if a franchise agreement was studied sometime in the future and later adopted, what would that do to the current operation. Mr. Overman said it was staffs understanding, after talking to Fleming Bell, that the businesses currently in operation could be required to come under a franchise ordinance if the Board adopted one in the future.

Commissioner Harris said he understood Commissioner Robinson's concern about people working other jobs and also working for EMS units and he agreed that it was important for those people to be alert. He felt this should be addressed in the County's EMS contracts with the various squads. Commissioner Harris said he felt a franchise agreement would serve to limit competition, limit the free enterprise system, and increase regulations. He said he couldn't see adding another level of bureaucracy and regulation to allow these people to do business.

Commissioner Lewis said they would only drop someone who was not providing the level of care that was required by the County. He said, unfortunately, the only way to regulate something was with a rule or regulation. Commissioner Lewis said he wasn't in favor of more government regulations but they only had one service and he didn't think one was enough.

Commissioner Lewis asked Commissioner Smith if he would be willing to amend his motion to state that if they developed a franchise agreement in the future that the current grantee (CCMT) sign on to the franchise agreement. He said he felt the Board was tying their hands from being able to solve problems by not having an ordinance.

Commissioner Harris said he felt the County Medical Director had the authority to solve complaints and/or problems. He pointed out that the County was not statutorily responsible for approving non-emergent transport services so he questioned why they would want to form another level of bureaucracy when they had a competent County Medical Director who was authorized by the State to suspend or deal with issues or complaints.

Chairman Comer agreed that non-emergent ambulatory service was like any other private business and they were not statutory required. He said the County supplies these services as a convenience for folks that are bedridden to be moved about the County. Mr. Overman agreed and said if the County so desired, they could operate a non-emergency medical transport service, noting that some counties do that but it wasn't a required function of county government.

Chairman Comer asked Commissioner Smith if he wanted to accept Commissioner Lewis' suggestion to amend his motion. Commissioner Smith declined, stating that he thought that issue could be addressed if they decided to do a franchise ordinance in the future.

Commissioner Robinson asked if this authorization to operate was subject to annual renewal. Chairman Comer said he understood that this was a one-time approval. Commissioner Robinson reiterated his previous concerns regarding utilizing EMS people to transport these people and said he thought this was a bad policy.

Chairman Comer called for a vote on the motion.

Motion carried unanimously.

Their Authorization to Operate was as follows:

AUTHORIZATION TO OPERATE

The Carteret County Board of Commissioners, upon recommendation by the Department of Emergency Services, and the Office of Emergency Medical Services, does hereby issue this letter of approval to operate a Convalescent Ambulance Service to:

Friendly Medical Transportation, LLC
2302-D Arendell St.
Morehead City, NC 28557

The Carteret County Board of Commissioners, by issuing this letter of approval to operate, hereby grants permission for the above stated organization to provide Convalescent Ambulance service within the boundaries of Carteret County, provided that the State of North Carolina sanctions said operations through issuance of an approved provider number.

The Carteret County Board of Commissioners, by issuing this letter of approval to operate, acknowledges that the above stated organization will maintain the requirements for providing convalescent ambulance service as outlined by the North Carolina Medical Care Commission pursuant to Article 7, Chapter 131E-155 through 131E-161, Subchapter 13, 10A NCAC 13P.0105, and the Carteret County EMS Plan.

The Carteret County Board of Commissioners reserves the right to revoke or terminate this Letter of Approval to Operate upon knowledge of the above stated organization's failure to comply with the aforementioned statues, regulations, or guidelines.

The effective date of this Letter of Approval is the 17th day of April 2012.

Robin V. Comer, Chairman
Carteret County Board of Commissioners

ATTEST:

Jeanette Deese, NCCCC, CMC
Carteret County Clerk to the Board

VIII. APPROVAL OF FIRE CONTRACTS

Chairman Comer said everyone had had the opportunity to review the fire contracts. He noted that that they needed signature pages. Mr. Overman said Jo Ann had taken care of that and asked whether the Board preferred for the County Manager or the Chairman to sign the contracts. He said he thought the Chairman had signed them in the past. Chairman Comer said he had no problem with continuing with this procedure, unless there was any objection. There was none.

Commissioner Faircloth opposed the reference to the contracts having to be approved by the Fire & EMS Commission, noting that the Commission could be eliminated in the future. Mr. Wheatly said if the Board dissolved the Commission the contracts could be modified to eliminate that specific language. Commissioner Faircloth said it seemed like they were starting over with a new contract, asking them to sign it. He said maybe Mr. Wheatly thought the Fire & EMS Commission needed to approve the contracts. Mr. Wheatly said no, it was a recommendation that came from the Fire & EMS Commission. He reiterated that the Board could eliminate that language, noting that these were annual contracts.

Motion-Commissioner Harris moved to approve the fire contracts. Commissioner Smith seconded. **Motion carried unanimously**.

IX. WILDWOOD FIRE & RESCUE
A. REQUEST FOR RELEASE OF $60,000 FROM COUNTY RESERVES
B. APPROVAL OF A $60,000 BUDGET AMENDMENT

Background Information

FROM: Jo Ann Smith, Director

SUBJECT: Release of Reserve Funds

DATE: April 16, 2012

Wildwood Fire & Rescue, Inc. is requesting $60,000 out of their county reserve account for the remount of their current EMS unit. The total cost of the remount is $85,640. Wildwood Fire & Rescue, Inc. will provide the remaining balance for the remount and for the rental of an EMS unit out of their on-hand account. Currently Wildwood has approximately $101,623 in the county reserve account.

On February 13th, the Fire & EMS Commission met to discuss this request. They voted 4-3 to forward the request to the Board of Commissioners for their approval.

If this request is granted, a budget amendment which is attached to this request will have to be approved.

Mr. Overman informed the Board that Wildwood had signed the contract but County staff still had to sign it.

Motion-Commissioner Lewis moved to approve the request to release the $60,000 from Wildwood's reserve account. Commissioner Smith seconded.

Commissioner Robinson asked about the 4-3 vote by the Fire & EMS Commission. Commissioner Harris said he spoke to the Chairman of the Fire & EMS Commission about this and he said the dissenters were opposed because they wanted the contract signed before this was approved.

Chairman Comer called for a vote on the motion.

Motion carried unanimously.

X. UPDATE ON TELEVISING BOARD MEETINGS

Mr. Overman said he needed to correct some information he originally provided to the Board in their packets, noting that the County pays C-TV 10 $600.00 per month instead of $300.00 per meeting. He said this information would actually improve his proposal as far as cost savings to the County if this service was brought in-house. Mr. Overman said the County would need to acquire about $1,000 worth of equipment if the service was brought in-house. He said the County had a couple of employees who were capable of providing the services of videoing the meetings and generating the DVD and staff would continue sending it to Time Warner Cable for airing.

Mr. Overman said Mr. Yang was still looking at the video-on-demand services with regard to the County being able to do this, as opposed to contracting with someone to host this service. Mr. Overman said he spoke to Mr. Tutt and he was still willing to provide that service for the County for $150.00 per month.

Commissioner Faircloth asked how many more months it was going to take for the County's I.T. Department to figure out how to post a video on the internet. Mr. Overman said Mr. Yang had done some research and looked at some Google applications but there were some You Tube video issues that he was checking into. He said Mr. Yang had been out of place for a week because he and his wife had a newborn child. Commissioner Faircloth said many counties across the State do this and it was taking our County several months to find out how, when or why we can or can't do it. He said this was a "no-brainer".

Chairman Comer said he didn't necessarily disagree because the I.T. world was readily available and you could find out about anything in just a few minutes.

Motion-Commissioner Harris moved to approve funding this in-house. Commissioner Smith seconded.

Chairman Comer asked if the County was using in-house service with Nick Wilson or if they were contracting this service to an employee. Mr. Overman said the County would be paying him as an employee. Chairman Comer asked if he would be available for special meetings and daytime meetings. Mr. Overman said if he wasn't available, he was aware of another part-time employee that had expressed some interest in this service. Chairman Comer asked what other provisions were available if something happened to Nick. Mr. Overman said he had other options.

Commissioner Faircloth felt there should still be someone in the County's I.T. Department who was capable of operating the equipment just as a back-up. Mr. Overman said the game plan was to have a couple of people so they could do that.

Commissioner Robinson said someone might question if the County tapes these meetings in-house, would they be broadcast in their entirety as they should be. He wanted assurance that the tapes would be shown in their entirety so the Board couldn't be accused of manipulating them. Commissioner Smith said he believed the DVD was being made as the meeting occurred. Mr. Overman confirmed and said the DVD was then sent to Time Warner for airing. Commissioner Faircloth said he couldn't imagine that happening, noting that the plan was to also have the I.T. Department stream the meetings live over the internet. Chairman Comer agreed that this was a good direction to head towards.

There being no further discussion, Chairman Comer called for the vote on the motion.

Motion carried unanimously.

Mr. Overman asked if the Board wanted him to contact C-TV 10 about video-on-demand in the interim. Commissioner Harris questioned why he would want to do that before Mr. Yang reported his findings.

XI. MANAGER'S REPORT

Mr. Overman reported on the following:

Latex Paint Collection

Mr. Overman reported that during the month of April, the County is collecting latex paint at the Otway and Hibbs Road solid waste sites. He said some of the usable paint was provided to Habitat for Humanity and 500,000 gallons had been recycled each year for the past two years.

Building Inspection Services for Town of Swansboro

Mr. Overman said the Town of Swansboro was planning to either contract with someone there or hire someone to handle their building inspections, effective July 1st. He said they had given the County the required 90-day notice that they would no longer need our services.

Water System Update

Mr. Overman said Chairman Comer asked him to give a quick water system update. He reported that water tank #3 had been erected and the painting would start the following week and be completed by June. Mr. Overman said the close-out schedule for this project was August 29th. He also reported that booster pump stations #2 and #3 were about 70% complete and their completion was scheduled for June. Mr. Overman said all hydrants were installed and tank #2 and booster pump station #1 was complete and operational.

Upcoming Events
Mr. Overman reminded the Board that the Chamber of Commerce Annual Legislative Luncheon was scheduled for Friday, April 27th at 11:45 a.m. at The History Place. He asked the Board to let the Clerk to the Board know if anyone wanted to attend so she could take care of the registration.

Mr. Overman also reminded the Board of the NCACC Annual Regional meetings. The closest meetings were scheduled for April 25th in Wallace and April 26th in Williamston. He asked that the Board let the Clerk to the Board know if they wanted to attend so she could take care of the registration.

QSCB
Mr. Overman reported that he received notice that the QSCB allocation that the Board of Education applied for was not successful. He said the State DPI awarded the allocations to four counties that had not previously received QSCB funding.

3rd Quarterly Report by the Board of Education
Mr. Overman informed the Board that the third-quarter BOE quarterly report was at their places for review.

Online Building Inspections
Chairman Comer asked about the status of the online building inspection services.

Mr. Overman said he thought it was now online and available; however, it doesn't allow someone to apply for a permit online but that capability was supposed to be available by the end of June. He said the inspectors were able to use the software out in the field with their laptops, iPads or whatever they were using.

Information from the Board of Education
Commissioner Joyce expressed his concern regarding the recent financial information provided by the Board of Education. He said it appeared that they were just moving money from one category to another. He referred to one item where they took $85,000 from 5 or 6 schools and put it all into one school but their numbers were all over the place. Commissioner Joyce said he didn't understand why the schools were moving so much money around two-thirds of the way through the year. Mr. Overman said he thought the #4 change order was to adjust their budget to be in line with the results of their audit and #5 or #6 dealt with some reclassification of salaries and the drawdown of funds for those adjustments. He said the BOE tried to maximize the amount of Federal and State dollars that they could use for teacher salaries, as opposed to using local dollars if they could. Mr. Overman said he and Ms. Meshaw would be glad to request further explanation from the schools if Commissioner Joyce wanted them to.

XII. APPOINTMENTS

TOWN OF NEWPORT BOARD OF ADJUSTMENT (ETJ)
1 seat – 3 year term
The Town of Newport requested the appointment of William Corbett as an additional ETJ representative on the Town's Board of Adjustment, due to the population increase. This would allow them to achieve the proportional representation for the ETJ members. The Town requested 2 new seats but they were only prepared to recommend the appointment of one individual at this time.

Nomination-Commissioner Smith nominated William Corbett. **Nomination carried unanimously**.

PLANNING COMMISSION
1 seat – 3 year unexpired term expires 9/20/13
This vacancy resulted from the removal of a member for non-attendance.

Motion-Commissioner Harris moved to table this appointment. Commissioner Joyce seconded. **Motion carried unanimously**.

SCENIC BYWAY COMMITTEE
1 seat – 2 year unexpired term expires 6/20/13
This vacancy resulted from the resignation of Connie Mason.

Nomination-Commissioner Robinson nominated Lillie Miller to fulfill this unexpired term. **Nomination carried unanimously**.

XIII. COMMISSIONERS' COMMENTS

Commissioner Robinson
Commissioner Robinson said he had received a number of calls about concerns from some area residents where the voting precincts were being combined in an effort to save money. He clarified that this was not a result of any directive or action by the Board of Commissioners but it resulted from the Board of Elections, of which the majority consisted of Democrats. Commissioner Robinson said when he was a boy there were 4 voters at Portsmouth Island and steps were made for those people to vote in their precinct on Election Day and their vote was counted. He said there had been a lot of emphasis on eliminating voter fraud but he felt the vote should be taken on Election Day and if a person couldn't be there they could vote an absentee ballot. Commissioner Robinson said the whole premise of making it convenient to vote was wrong and opened the gates for impropriety and fraud. He said when an election was conducted over a 3-week period or 12 days,

those inclined to deviate and manipulate the system would have more time. Commissioner Robinson felt voters should be able to vote in the precinct that they live in. He pointed out that there were a lot of older people who live in Cedar Island and they have to drive to Atlantic, which was a 20 mile round trip. Commissioner Robinson encouraged anyone with complaints to direct them to the Democrat controlled Board of Elections because this was a directive from them.

Chairman Comer

Chairman Comer referred to the discussions regarding Sea Level Rise issues that took place during the public comment period of the meeting. He said he felt the previous resolution that was adopted by the Board basically asked people to come to the table and talk about how they were going to measure Sea Level Rise. Chairman Comer felt withdrawing the resolution would do the opposite of what the speakers asked the Board to do and suggested that those speakers re-read the resolution.

XIV. CLOSED SESSION PURSUANT TO NCGS 143-318.11 FOR THE PERMITTED PURPOSE OF DISCUSSING (a) (1) CONFIDENTIAL INFORMATION, (a) (5) CONTRACT NEGOTIATIONS, AND (a) (6) PERSONNEL

Motion-Commissioner Smith moved to go into closed session pursuant to NCGS 143-318.11for the permitted purpose of discussing (a) (1) confidential information to approve the 3/19/12 minutes, (a) (5) contract negotiations and (6) Personnel. Commissioner Harris seconded. **Motion carried unanimously**.

Motion-Commissioner Smith moved to return to regular session. Commissioner Lewis seconded. **Motion carried unanimously**.

XV. ADJOURNMENT

Motion-Commissioner Smith moved to adjourn. Commissioner Lewis seconded. **Motion carried unanimously**.

_____
Robin V. Comer, Chairman

_____
Jeanette Deese, Clerk to the Board