

**Regular Meeting / Budget Retreat**  
**Tuesday April 16, 2013**  
**8:00 am**  
**Chowan County Public Safety Center**  
**305 West Freemason Street**

Minutes

The Chowan County Board of Commissioners held a meeting on Tuesday, April 16, 2013 at 8:00 am at the Chowan County Public Safety Center. Present: Chairman Keith Nixon, Commissioners Jeff Smith, Greg Bonner, Emmett Winborne, Alex Kehayes and John Mitchener.

Commissioner Lawrence was absent.

Staff present: County Manager Zee Lamb and Board Clerk Susanne Stallings.

Chairman Nixon called the meeting to order.

Approval of Agenda

Commissioner Mitchener moved to approve the agenda. Chairman Nixon asked for all in favor, the motion passed (6-0).

**Public Comment**

Chairman Nixon called for public comment. There was none

**Finance Committee**

Mr. Lamb noted that there were no budget amendments for Board review at that time. He stated that he is working with Ms. Smith in the Finance Office to finalize a budget. He stated that after the budget is completed he will work on the close out for the current fiscal year.

Commissioner Winborne asked if there were any concerns regarding the current year budget.

Mr. Lamb stated he was not aware of any.

**School Budget Presentation**

Edenton-Chowan School Superintendent Dr. Alan Smith presented the 2013-14 Local Current Expense Budget Request to the Board of Commissioners. He stated the school system is facing a reduction in \$2 million in state and federal revenues since 2008. He stated that this will have a significant impact on the school budget. He stated that teacher's salaries are currently 1% below the 2009 level. He stated there is a proposed reduction in State funding of \$300,000 and could worsen based on the Governor's proposed budget. He stated the school system has been informed to plan for a 9% to 10% reduction in federal funding. He stated the 2012-13 budget includes a contribution from reserves at approximately \$300,000. He stated the Board of

Education was requesting an increase to meet critical needs. He stated the School Board is requesting an increase of \$195,000 from the previous year contribution totaling \$3,616,929. He stated that local appropriations have been flat over the past three years and are 16% below the 2008-09 allocation. He stated that an estimated projection of \$218,980 in lottery and Land Transfer has been projected.

Mr. Lamb stated his concern with using the 2007-08 figures. He stated that at that time the County was spending \$3 million to \$4 million more than it was bringing in. He recommended the school use a different bench mark.

Dr. Smith provided the Board with a PowerPoint of the budget appropriation request. A copy of the request is in the meeting file labeled April 16, 2013.

Mr. Lamb informed the Superintendent that at a recent meeting, the Board of Commissioners voted to not automatically transfer the land transfer tax into the school capital reserve.

Commissioner Winborne stated that the Board did vote to appropriate \$200,000 in the coming year for capital.

Mr. Lamb clarified that this would give the school system a lump sum to spend over 12 months.

Chairman Nixon asked what the ADM projection was for the coming year.

Dr. Smith stated that it is projected to be about 1% less.

The Board thanked Dr. Smith for his presentation.

### **COA Request**

Maintenance Director Terry Rose stated that originally Building 4 Heating system was to be replaced in fiscal year 2013-14. He stated that there have been some issues with the system and he is requesting to do this building now.

Mr. Lamb stated that \$200,000 was allocated this current year. He stated that \$35,048 and \$76,200 has been spent and staff is requesting to spend \$75,000 now totaling \$186,448.

Chairman Nixon clarified this would result in a \$1,000 savings to install the Building 4 system to do it in the current year.

Mr. Rose stated that was correct.

Commissioner Smith asked if next year's appropriation would need to be reduced.

Mr. Lamb suggested if the current year appropriation is over \$200,000 spent, that he would recommend reducing the next year's amount by the amount over \$200,000.

Commissioner Smith moved to allow COA to use the funds to finish phase II of the heating system replacement at COA. Chairman Nixon asked for all in favor, the motion passed (6-0).

## **Resolutions**

### **Resolution Supporting Senate Bill 321 – Contain Counties’ Inmate Medical Costs**

Mr. Lamb stated this resolution came because currently Counties pay 100% of medical costs. He stated that Medicaid, Medicare and private insurance providers get a reduced reimbursement rate. He stated that the resolution requests that Counties get that same benefit. He stated that Southern Health the County’s current provider would be able to negotiate the rate or the discount with the providers.

Chairman Nixon asked if this resolution was endorsed by the NCACC.

Mr. Lamb stated yes.

Commissioner Mitchener moved to approve the resolution as submitted. Chairman Nixon asked for all in favor, the motion passed (7-0).

### **RESOLUTION SUPPORTING SENATE BILL 321- CONTAIN COUNTIES’ INMATE MEDICAL COSTS**

**WHEREAS**, Counties are responsible for medical costs when inmates are incarcerated in county jails, and counties often pay full, non-negotiated rates for inmate medical care, resulting in great expense to counties; and

**WHEREAS**, State reimbursement rates have been capped in recent state budget provisions, and Chowan County seeks the same cap on inmate medical expenses to save taxpayer dollars on these costs; and

**WHEREAS**, it has been a goal of Chowan County to seek legislation that would authorize medical care providers to charge counties for inmate medical services at a rate not to exceed the rates paid by the State Department of Public Safety to inmate medical providers; and

**WHEREAS**, Senate Bill 321 would put County jail inmate costs processes on par with that afforded to State prisons by limiting County reimbursements to medical providers and facilities for jail inmate treatment to the lesser of 70 percent of the provider’s prevailing charge or twice the Medicaid rate; and

**WHEREAS**, Senate Bill 321 would also allow Counties to amend their medical care plans to allow for Medicaid reimbursement for those inmates deemed eligible for Medicaid and receiving in-patient hospitalization services; and

**WHEREAS**, Senate Bill 321, was co-sponsored by Senators Davis, Newton and Goolsby, and will be considered by the Senate.

**NOW THEREFORE BE IT RESOLVED**, that the Chowan County Board of Commissioners urges the North Carolina General Assembly to grant relief to Counties from medical costs for inmates by enacting Senate Bill 321.

**ADOPTED** this 16<sup>th</sup> day of April, 2013.

Resolution to Maintain PARTF Funding.

The Board discussed the proposed resolution and requested that more information be submitted regarding the source of PARTF funds.

Board Clerk, Susanne Stallings will forward that information.

**Closed Session**

Commissioner Smith moved that the Board go into closed session in accordance with NCGS 143-318- (11) (a) (6). Chairman Nixon asked for all in favor, the motion passed (6-0).

The minutes of the closed session are sealed.

Commissioner Smith moved to close the closed session. Chairman Nixon asked for all in favor, the motion passed (6-0).

**Tax Administrator**

Commissioner Mitchener moved to hire Hosea Wilson as Chowan County Tax Administrator at an annual salary of \$68,000, the appointment will be for a 26 month period, Mr. Wilson will be allowed to accrue leave based on years of service obtained while employed by Bertie County, He will be given accrued leave for three months at the start of employment and will begin additional accruals at 4 months, Mr. Wilson will not be eligible for any Cost of Living Adjustments given to county employees for a 14 month period (eligible July 1, 2014). Chairman Nixon asked for all in favor, the motion passed (6-0).

Commissioner Winborne stated that because the County will save in the budget for contracted services he supported the vote for the salary of the candidate.

Chairman Nixon stated that because he is trained in appraisals he supports the salary.

**Sheriff Public Safety Center Signage/Memorial**

Sheriff Goodwin requested permission from the Board to install signage for 15 minute parking on the front row of the Public Safety Center. The consensus of the Board agreed to the signage.

The Board discussed the memorial for fallen public safety officials. Sheriff Goodwin provided the Board with a drawing.

Commissioner Smith recommended that the AC unit in front of the Tax Office be screened.

**Budget Retreat**

Edenton Chowan Partnership (ECP)

Frank Miglorie spoke to the Board regarding the ECP. He stated that the ECP has received support from the County and Town. He stated that \$40,000 was given by the County, Town and the private sector totaling \$120,000 raised. He stated the ECP is in the same location as the Chamber and TDA. He stated he felt the ECP is moving forward in a positive way and is working with clients on industrial development. He stated the ECP is requesting \$40,000 from the County for FY 2013-14.

### Library

Librarian Linda Van Yost provided the Board with the Library request for FY 2013-14. She stated that the library understands that the mortgage on the building is a significant contribution, but added the operating expenses are also a significant contribution. The request for the library is \$193,175 an increase of \$44,000 from the previous fiscal year. She stated the additional monies would pay for Books, A/V Equipment.

### **General Fund Budgets**

Mr. Lamb stated the department budgets were requested in March. He stated he has reviewed the requests with Department Heads and made initial cuts. He stated items such as additional staff or capital requests have been left in the draft budget for the Board to review and make decisions on. He stated has not included the EMS transfer from the General Fund in the budget.

Chairman Nixon called for a one hour recess for lunch. After lunch he called the meeting to order.

The following budget recommendations were made

### Library

\$183,261 will be appropriated, to include \$160,000 for current expense, \$10,00 to repay Library trustees loan and \$13,261 for property and liability insurance. It was strongly suggested that the library open on Saturday.

### EMS

Mr. Lamb reviewed the EMS Budget with total expenditures at \$1,433,077. He stated the general fund will have to make an appropriation of \$373,077.

The Board recommended that the EMS Director look into grants for purchasing the cardiac monitors.

The Board discussed planned overtime and the purchase of the ambulance.

EMS Director Colin Ryan explained that the overtime also includes holiday pay and is built in to provide 24 hour coverage.

Mr. Ryan provided the Board with general fund appropriations from area counties.

Hertford \$300,000 (rough)

Washington \$425,000

Pasquotank \$557,000

Pamlico didn't return his call

Northampton \$1.3- \$1.5 million (do not do transfers, same amount of calls)

Beaufort has an EMS tax for districts

Mr. Ryan noted the revenues from transports total \$643,704.

Chairman Nixon requested that Mr. Ryan email information to show the revenues for emergency vs. transports.

The Board discussed a local service district tax for EMS. It was noted that special legislation may be needed to have such a tax.

The Board requested that Mr. Ryan apply for a grant for the monitors and remove them from the capital request. The Board will allow the ambulance to stay in the proposed budget for now.

Mr. Ryan presented the Board with a request to increase the fees for EMS as follows:

Non Emergency calls \$350

Emergency basic \$425 to \$450

Refusals (currently there is no charge) now charge \$100

ALS I \$475 (stay the same)

ALSII \$475 increase to \$650

Medication \$300 (treatment no transport)

Mileage currently \$9.50 increase to \$10

Mr. Ryan noted that Perquimans is going to match the proposed Chowan County rates.

Commissioner Smith moved to approve the new rates. Chairman Nixon asked for all in favor, the motion passed (6-0).

Commissioner Kehayes moved to excuse Commissioner Mitchener from the meeting. Chairman Nixon asked for all in favor, the motion passed (6-0).

Commissioner Mitchener left the meeting.

### Sheriff

Mr. Lamb stated the Sheriff Goodwin is requesting three cars for the Sheriff's Office and one van for the jail. He stated that he and the Sheriff cut \$34,000 from the initial budget request. Mr. Lamb stated he would recommend only providing two vehicles instead of three, plus the jail van.

Commissioner Kehayes stated he would like to see a vehicle replacement plan established.

Mr. Lamb recommended that the Board budget for two vehicles and if in May 2014 there are monies unspent in the Sheriff budget, the Sheriff could request to purchase another vehicle.

The Board discussed overtime and contracted services.

The consensus of the Board was to reduce the appropriation request by one vehicle.

Mr. Lamb stated the Sheriff requested \$831,000 for the Jail and he and the Sheriff have cut it down to \$768,000. He stated the only capital request is for the van.

The Board reduced the Jail Medical expense from \$100,000 to \$80,000 due to a reduction in jail population.

Mr. Lamb stated he cut \$22,000 from Central Communications. He stated there are no capital requests.

### Maintenance

Mr. Lamb stated that Mr. Rose has requested an additional maintenance position. He stated that Mr. Rose has discussed contracting housekeeping.

The Board made the following recommendations.

Take out roof on DF Walker Building (Savings \$10,000).

Take out capital outlay on Swain (Savings \$20,000).

Take out \$10,000 on courthouse capital outlay, leaving \$10,000.

The Board requested that Mr. Rose use monies in the current year budget to address some of the capital needs in the requested budget.

### Animal Shelter Budget

Mr. Lamb stated that at the upcoming Shelter Advisory Board meeting he will discuss splitting workers comp, liability and property insurance between the three counties.

### Central Services

Take out \$15,000 for unemployment.

### Special Appropriations

Chairman Nixon recommended an appropriation to the Chamber \$1,000 for membership.

### Recreation

The Board reviewed the capital requests. Removed \$25,000 for van. Left in the request for the truck.

### DSS

The Board discussed the position reclassification request.

### Administration

Discussed capital for computers. \$1,500 was taken out for one computer (laptop). Expense for computers to be moved to IT budget.

### Register of Deeds

No recommendations. The Board expressed their desire to get deeds online.

### IT

The Board discussed a “true up” for the end of the year with the Town on IT costs.

### Belvidere Chapel Hill Fire Department

Consensus was to appropriate \$15,000.

### Senior Center

Requested van is not included in the budget. The Board did not add it.

### Elections

Mr. Lamb noted the second primary for the Town election was removed from the budget request.

### Cost of Living Adjustment

The Board discussed various options for a cost of living adjustment or a flat rate.

Chairman Nixon recommended that the Board members take the budget home and review it. He recommended that the board hold the line for expenditures at \$16 million. He recommended

Board members call the manager with questions and stated another retreat would be scheduled to cover enterprise funds and any additional recommendations on the budget.

Being no further business, Commissioner Kehayes moved that the meeting be adjourned. Chairman Nixon asked for all in favor, the motion passed (5-0).

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D. Keith Nixon, Chairman

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Susanne Stallings, Clerk