COUNTY OF CARTERET
BOARD OF COMMISSIONERS
REGULAR SESSION – 6:00 P.M.
COMMISSIONERS' BOARDROOM
MARCH 16, 2020

The Honorable Carteret County Board of Commissioners sat in regular session on Monday, March 16, 2020 at 6:00 p.m. Present were: Chairman Bill Smith, Commissioners Robin Comer, Bob Cavanaugh, Jimmy Farrington, Mark Mansfield, Jonathan Robinson, and Ed Wheatly.

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

Chairman Smith called the meeting to order. Pastor Taylor Mills, of Ann Street United Methodist Church, provided the invocation. All present recited the Pledge of Allegiance.

II. CONFLICT OF INTEREST/CELL PHONE STATEMENT

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

III. ADOPTION OF AGENDA

Chairman Smith stated changes were needed on the agenda: removal of items VII. and XI., and on item XII., replace Emergency Services Director Stephen Rea with County Manager Tommy Burns and Fire Marshal Eddie Lewis.

Motion: Motion made by Commissioner Cavanaugh to adopt the agenda as amended; seconded by Commissioner Mansfield. **Motion passed unanimously.**

The agenda was as follows:

CARTERET COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
COMMISSIONERS' BOARDROOM
MARCH 16, 2020
6:00 P.M.

I.	Meeting Called to Order/Pledge of Allegiance/Invocation	Chairman Smith
II.	Conflict of Interest/Cell Phone Statement	Chairman Smith
III.	Adoption of the Agenda	Chairman Smith
IV.	Consent Agenda	Board
	1. Approval of Minutes	
	a. February 4, 2020	
	b. February 17, 2020	
	2. Tax Releases/Refunds/Collector's Report	
	a. Tax Releases Under $100	

b. Tax Releases Over $100
c. Tax Refunds Under $100
d. Tax Refunds Over $100
e. Tax Collector's Monthly Report
f. NCVTS Motor Vehicle Refund Report

3. Approval to Accept Grant Funding from the State of North Carolina to Enhance Internet & Cellular Capabilities and Approval of Corresponding Budget Amendment: $11,136
4. Approval to Execute Permit from the North Carolina Department of Environmental Quality & Coastal Resources Commission in Support of the Wainwright Slough Dredging Project
5. Approval of the Release of SRO Contingency Funding to Morehead City & Approval of Corresponding Budget Amendment: $32,100
6. Approval to Reclassify the Environment Health Specialist Intern to a Registered Environmental Health Specialist *"In-Work Against Certification Status"*
7. Approval of Library Budget Amendment Transferring Contingency Funding: $37,300
8. Approval of Budget Amendment in Support of the Cherry Point Regional Joint Land Use Study: $49,500
9. Approval of Resolution of Appreciation in Honor of Retiring Judge John E. Nobles, Jr.
10. Approval to Hire a Commercial Appraiser for the Real Estate Division of the Tax Office
11. Approval to Apply for a $10,000 Grant from the Carolina East Foundation in Support of the Hepatitis C Program
12. Approval of Extension of the Farmers' Market Contract
13. Approval of Proclamation Designating the Month of April 2020 as North Carolina 811 Safe Digging Month
14. Approval of the 2019 CDBG-NR Program Compliance Plans and Policies
15. Approval of Designation of Agent for DR-4393 (Hurricane Florence) Hazard Mitigation Grant Program
16. Approval of Reclassification of Administrative Roles
17. Approval of Resolution Awarding Badge & Service Sidearm to Retiring Detective Lieutenant Michael Panzarella
18. Approval of Contract with East Carolina Builders for the Watershed Protection Project in the Amount of $255,000, Authority for the County Manager to Execute the Contract & Approval to Enter into the Corresponding Contract with the N.C. Department of Agriculture & Consumer Services, Division of Soil & Water Conservation for the Project and Authority for the County Manager to Execute the Contract
19. Approval of Contract with Sunland Builders, Inc. in the Amount of $565,000 for the Hibbs Acres Subdivision Road Repairs, Approval for County Manager to Execute the Contract & Approval of Corresponding Budget Amendment: $565,000

20. Approval to Release Islander Drive Property Sale Proceeds to Emerald Isle & Approval of Corresponding Budget Amendment: $66,992
21. Approval of Memorandum of Agreement with the North Carolina Coastal Federation for the Stroud Property Acquisition

V. Public Comment

VI. Presentation of Resolution Honoring Retiring Judge John E. Nobles, Jr. — Chairman Smith

VII. ~~Overview/Presentation – Veterans Coalition of the Crystal Coast~~ *(item removed as amended)* — ~~Jim Nelson, Bo Kirk & Kevin Daniels~~

VIII. Public Hearing to Consider a Request to Rezone a 0.99-Acre Property Located Approximately 1,400 Feet South of the Highway 101 and Laurel Road Intersection in Beaufort from I-W (Industrial & Wholesale District) to B-1A (General Business District) — Eugene Foxworth

IX. Public Hearing to Consider a Request to Rezone a 57.63-Acre Property Located at the Highway 24 and Marietta Lane Intersection in Newport, NC from R-20 (Single-Family Residential District) to R-15 (Single Family Residential District) — Eugene Foxworth

X. Approval to Authorize Two New Detention Officer Positions and One Detention Shift Supervisor for the Jail — Sheriff Asa Buck

XI. ~~Review of Departmental Strategic Plans~~ *(item removed as amended)* — ~~*Tommy Burns*~~

- ~~Civic Center~~ — ~~Tina Purifoy~~
- ~~Parks & Recreation~~ — ~~Tina Purifoy~~
- ~~Aging Services~~ — ~~Lakisha Williams~~
- ~~Rape Crisis~~ — ~~Gwen Roberts~~
- ~~Veteran Services~~ — ~~Brenda DuBose~~

XII. Update: South River EMS *(as amended)* — ~~Stephen Rea~~ Tommy Burns & Eddie Lewis

XIII. Manager's Report — Tommy Burns

XIV. Appointments — Board

- Beaufort Board of Adjustment (County ETJ)
- Board of Equalization & Review
- Fireman's Relief Fund Board
- Marine Fisheries Advisory Board
- Waterways Management Committee

XV. Commissioners' Comments — Board

XVI. Adjournment

IV. CONSENT AGENDA

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

The Consent Agenda was as follows:

1. Approval of Minutes
   a. February 4, 2020

b. February 17, 2020

2. Tax Releases/Refunds/Collector's Report
   a. Tax Releases Under $100

02/26/20 08:38:13 RELEASE LESS THAN 100.00 PAGE 1

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name		Total Adjustment
2018	P	202922	P	518258	CHARLES KEITH WILLIS	BEAUFORT	7.84
2017	P	113888	P	518258	CHARLES KEITH WILLIS	BEAUFORT	7.58
2016	P	48636	P	518258	CHARLES KEITH WILLIS	BEAUFORT	7.13
2018	P	200187	P	515561	DOUGLAS TAFT LEWIS	BEAUFORT	34.39
2018	P	200187	P	515561	DOUGLAS TAFT LEWIS	BEAUFORT	7.53
2017	P	110792	P	515561	DOUGLAS TAFT LEWIS	BEAUFORT	35.31
2017	P	110792	P	515561	DOUGLAS TAFT LEWIS	BEAUFORT	7.72
2016	P	45186	P	515561	DOUGLAS TAFT LEWIS	BEAUFORT	38.63
2016	P	45186	P	515561	DOUGLAS TAFT LEWIS	BEAUFORT	7.69
2015	P	122609	P	320115	ATM USA LLC		10.45
2018	P	199313	P	528666	CHARLES DUPREE GASKILL	BEAUFORT	77.75
2017	P	109773	P	528666	CHARLES DUPREE GASKILL	BEAUFORT	81.84
2018	P	199313	P	528666	CHARLES DUPREE GASKILL	BEAUFORT	15.00
2017	P	109773	P	528666	CHARLES DUPREE GASKILL	BEAUFORT	15.00
2015	R	674831	R	478999	SEA LEVEL INN HOMEOWNR ASS INC		77.47
2016	R	178283	R	478999	SEA LEVEL INN HOMEOWNR ASS INC		79.04
2017	R	295419	R	478999	SEA LEVEL INN HOMEOWNR ASS INC		79.04
2018	R	472805	R	478999	SEA LEVEL INN HOMEOWNR ASS INC		79.04
2018	P	201950	P	71258	RICHARD THOMAS MURDOCH		33.41
2017	P	112796	P	71258	RICHARD THOMAS MURDOCH	NEWPORT	31.35
2017	P	112796	P	71258	RICHARD THOMAS MURDOCH	NEWPORT	6.28
2018	P	208106	P	524808	RODNEY WAYNE FLETCHER	STELLA	87.92
2018	P	208106	P	524808	RODNEY WAYNE FLETCHER	STELLA	52.02
2018	P	199766	P	403307	CURTIS M ETUX CHARLA W JONES		25.50
2017	P	110315	P	403307	CURTIS M ETUX CHARLA W JONES		25.50
2016	P	44643	P	403307	CURTIS M ETUX CHARLA W JONES		26.85
2015	P	121699	P	403307	CURTIS M ETUX CHARLA W JONES		25.98
2014	P	100093	P	403307	CURTIS M ETUX CHARLA W JONES		28.17
2016	P	49712	P	519224	IHC LLC	CEDAR POINT	4.46
2015	P	115727	P	516329	THURMAN LEE SMITH	NEW SMYRNA BEACH	10.40
2015	P	115727	P	516329	THURMAN LEE SMITH	NEW SMYRNA BEACH	2.88
2017	P	121420	P	526299	ROBERT ROUSE		58.82
2018	P	203273	P	341968	CHARLES THOMAS KELLY JR	NEWPORT	7.84
2018	P	203273	P	341968	CHARLES THOMAS KELLY JR	NEWPORT	2.66
2018	P	203273	P	341968	CHARLES THOMAS KELLY JR	NEWPORT	4.72
2018	P	210238	P	518460	ANDREW F KOZIK	RALEIGH	3.10
2017	P	122899	P	518460	ANDREW F KOZIK	RALEIGH	3.10
2016	P	42516	P	462756	MERVIN CRAIG FULCHER	BEAUFORT	23.13
2015	P	109847	P	462756	MERVIN CRAIG FULCHER	BEAUFORT	21.31
2016	P	42516	P	462756	MERVIN CRAIG FULCHER	BEAUFORT	15.00
2015	P	109847	P	462756	MERVIN CRAIG FULCHER	BEAUFORT	15.00
2015	R	633707	P	416626	JESSE W ETAL TRUSTEE CHAPPELL	NEWPORT	15.00
2015	P	111597	P	416626	JESSE W ETAL TRUSTEE CHAPPELL	NEWPORT	15.00
2015	P	123939	P	416626	JESSE W ETAL TRUSTEE CHAPPELL	NEWPORT	6.97
2015	P	123939	P	416626	JESSE W ETAL TRUSTEE CHAPPELL	NEWPORT	15.00
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		3.82
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.72
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.45
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.35

02/26/20 08:38:13 RELEASE LESS THAN 100.00 PAGE 2

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name		Total Adjustment
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.08
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.05
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.12
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.12
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.93
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		7.29
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.72
2018	P	209654	P	521652	JASON HERSHAL JOHNSON		32.55
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.03
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.48
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		.15
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		3.34
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		1.19
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		2.58
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		2.36
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		1.15
2017	P	126331	P	6843	PAUL E SHIPTENKO FAMILY LT		5.03
2014	P	97286	P	470359	WILLIAM J SALTER	NEWPORT	26.60
2015	P	112675	P	470359	WILLIAM J SALTER	NEWPORT	15.00
2014	P	97286	P	470359	WILLIAM J SALTER	NEWPORT	15.00
2015	P	112675	P	470359	WILLIAM J SALTER	NEWPORT	15.08
2017	P	122905	P	527302	JONATHAN LEE PINER	BEAUFORT	53.80
2017	P	122905	P	527302	JONATHAN LEE PINER	BEAUFORT	21.51
2018	P	215023	P	532700	AVONTE NEWTON	NEWPORT	15.00
2018	P	215023	P	532700	AVONTE NEWTON	NEWPORT	17.10
2017	P	122395	P	526956	CHARLES L GILLIKIN	NEWPORT	51.95
2018	P	209886	P	526956	CHARLES L GILLIKIN	NEWPORT	50.15
2011	P	63203	P	387897	BARBARA VANG		16.69
2018	P	205270	P	414156	JASON MICHAEL CURL	NEWPORT	48.40
2018	P	205270	P	414156	JASON MICHAEL CURL	NEWPORT	21.08
2017	P	116666	P	414156	JASON MICHAEL CURL	NEWPORT	47.92
2017	P	116666	P	414156	JASON MICHAEL CURL	NEWPORT	22.00
2016	P	51775	P	414156	JASON MICHAEL CURL	NEWPORT	30.81
2016	P	51775	P	414156	JASON MICHAEL CURL	NEWPORT	11.44
2016	P	51775	P	414156	JASON MICHAEL CURL	NEWPORT	53.32
2016	P	51775	P	414156	JASON MICHAEL CURL	NEWPORT	25.99
2018	P	207896	P	524544	JOSEPH M RIVENBARK	MOREHEAD CITY	10.79
2017	P	116863	P	521228	TYLER MATHEW WIGGINS	VANCEBORO	19.96
2016	P	51994	P	521228	TYLER MATHEW WIGGINS	VANCEBORO	25.44
2017	P	110326	P	515129	JOEY FROST		76.21
2018	P	199774	P	515129	JOEY FROST		81.75
2015	P	112077	P	515872	THOMAS H HINSON	NEWPORT	2.77
2015	P	112077	P	515872	THOMAS H HINSON	NEWPORT	.61
2011	R	330042	R	9563	JAMES C JR BROWN	SWANSBORO	77.64
2012	R	465272	R	9563	JAMES C JR BROWN	SWANSBORO	75.81
2013	R	568609	R	9563	JAMES C JR BROWN	SWANSBORO	75.81
2014	R	626707	R	9563	JAMES C JR BROWN	SWANSBORO	77.64
2015	P	113063	P	468846	ROGER YOUNG		12.69
2014	P	97235	P	468846	ROGER YOUNG		22.93

02/26/20 08:38:13 RELEASE LESS THAN 100.00 PAGE 3

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name		Total Adjustment
2013	P	87831	P	468846	ROGER YOUNG		23.97
2012	P	88460	P	468846	ROGER YOUNG		25.11
2015	P	113063	P	468846	ROGER YOUNG		15.00
2014	P	97235	P	468846	ROGER YOUNG		15.00
2013	P	87831	P	468846	ROGER YOUNG		15.00
2017	P	123993	P	528074	JERRY CHRISTOPHER WILLIAMS	VANCEBORO	80.07
2018	P	211016	P	528074	JERRY CHRISTOPHER WILLIAMS	VANCEBORO	77.49
2012	P	87555	P	240409	JENNIFER LYNN FRENCH	NEWPORT	39.03
2013	P	87021	P	240409	JENNIFER LYNN FRENCH	NEWPORT	37.03
2014	P	96528	P	240409	JENNIFER LYNN FRENCH	NEWPORT	36.89
2015	P	112415	P	240409	JENNIFER LYNN FRENCH	NEWPORT	42.47
2012	P	87555	P	240409	JENNIFER LYNN FRENCH	NEWPORT	10.00
2013	P	87021	P	240409	JENNIFER LYNN FRENCH	NEWPORT	15.00
2014	P	96528	P	240409	JENNIFER LYNN FRENCH	NEWPORT	15.00
2015	P	112415	P	240409	JENNIFER LYNN FRENCH	NEWPORT	15.00
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		1.64
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		2.51
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.39
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.34
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		1.35
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.39
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		1.15
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		2.01
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.52
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.41
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.20
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.20
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.64
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.95
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		1.23
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		.13
2011	P	55845	P	50103	WILLIS UPHOLSTERY INC		50.30
2016	P	45514	P	32395	FRED MICHAEL WHITE	BEAUFORT	6.57
2018	P	201873	P	517204	WILLIAM JOSEPH III KENNEDY	MOREHEAD CITY	2.03
2018	P	201873	P	517204	WILLIAM JOSEPH III KENNEDY	MOREHEAD CITY	7.27
2018	P	212802	P	530228	JOHN L FUGATE	NEWPORT	1.87
2018	P	212802	P	530228	JOHN L FUGATE	NEWPORT	15.81
2017	P	110251	P	515047	EDWINA WILLIS	NEWPORT	15.00
2017	P	110251	P	515047	EDWINA WILLIS	NEWPORT	15.00
2018	P	199714	P	515047	EDWINA WILLIS	NEWPORT	15.81
2018	P	199714	P	515047	EDWINA WILLIS	NEWPORT	9.80
2017	P	123902	P	464874	JAMES CHRISTOPHER FORE	DAVIS	11.78
2018	P	200392	P	515763	JEFFERY MATSON	NEWPORT	11.78
2017	P	111035	P	515763	JEFFERY MATSON	NEWPORT	11.28
2017	P	123479	P	520550	JOHNNY EDWARD OSHALL	WILLISTON	11.27
2018	P	210647	P	520550	JOHNNY EDWARD OSHALL	WILLISTON	39.10
2018	P	210639	P	527686	BARBOURS FERRY SERVICE LLC	NEW BERN	19.11
2018	P	210639	P	527686	BARBOURS FERRY SERVICE LLC	NEW BERN	40.90
2017	P	123467	P	527686	BARBOURS FERRY SERVICE LLC	NEW BERN	21.60
2017	P	123467	P	527686	BARBOURS FERRY SERVICE LLC	NEW BERN	

02/26/20 08:38:13 RELEASE LESS THAN 100.00 PAGE 4

Year	Rol Typ	Taxbill Number	Parc Roll	Name Id Number	Name		Total Adjustment
2013	P	89310	P	499671	ANGELA BAKER WILLIAMS		11.26
2014	P	98536	P	499671	ANGELA BAKER WILLIAMS		11.51
2015	P	111035	P	499671	ANGELA BAKER WILLIAMS		15.00
2014	P	98536	P	499671	ANGELA BAKER WILLIAMS		15.00
2013	P	89310	P	499671	ANGELA BAKER WILLIAMS		15.00
2018	R	433806	P	42527	ELDRIDGE V ETUX LINDA PACE	INDIAN BEACH	15.72
2017	R	256513	P	42527	ELDRIDGE V ETUX LINDA PACE	INDIAN BEACH	17.53
2016	R	139552	P	42527	ELDRIDGE V ETUX LINDA PACE	INDIAN BEACH	19.34
2015	R	636207	P	42527	ELDRIDGE V ETUX LINDA PACE	INDIAN BEACH	35.13
2016	P	50290	P	519745	SHEILA M EASON	NEWPORT	3.08
2017	P	115368	P	519745	SHEILA M EASON	NEWPORT	4.80
2016	P	50189	P	519633	JOHNNY GRAIG EASON	NEWPORT	4.08
2017	P	115275	P	519633	JOHNNY GRAIG EASON	NEWPORT	6.34
2018	P	204109	P	519633	JOHNNY GRAIG EASON	NEWPORT	6.34
2016	P	48982	P	518580	CRAIG EASON	NEWPORT	23.10
2016	P	48982	P	518580	CRAIG EASON	NEWPORT	23.10
2017	P	114203	P	518580	CRAIG EASON	NEWPORT	92.98
2017	P	114203	P	518580	CRAIG EASON	NEWPORT	16.49
2017	P	114203	P	518580	CRAIG EASON	NEWPORT	16.50
2018	P	203182	P	518580	CRAIG EASON	NEWPORT	88.86
2018	P	203182	P	518580	CRAIG EASON	NEWPORT	15.66
2018	P	203182	P	518580	CRAIG EASON	NEWPORT	15.67
2015	P	111031	P	36751	SUSAN S WHITE	BEAUFORT	10.41
2016	P	46912	P	36751	SUSAN S WHITE	BEAUFORT	10.26
2016	P	46912	P	36751	SUSAN S WHITE	BEAUFORT	9.35
2017	P	115539	P	54286	VIRGINIA A GARNER		32.64
2017	P	123242	P	413582	DAVID MARTIN GOODWIN	BEAUFORT	4.91
2018	P	210479	P	413582	DAVID MARTIN GOODWIN	BEAUFORT	5.13
2017	P	123785	P	413582	DAVID MARTIN GOODWIN	BEAUFORT	75.07
2017	P	123785	P	413582	DAVID MARTIN GOODWIN	BEAUFORT	37.12
2018	P	210865	P	413582	DAVID MARTIN GOODWIN	BEAUFORT	77.65
2018	P	210865	P	413582	DAVID MARTIN GOODWIN	BEAUFORT	38.39

FINAL TOTALS
TOTAL 3,974.04

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

b. Tax Releases Over $100

02/26/20 08:37:53 RELEASE OVER 100.00 PAGE

Name Id Number	Name		Total Adjustment	Comment
478999	SEA LEVEL INN HOMEOWNR ASS INC		110.04	SHOULD HAVE BEEN COMMON AREA
478999	SEA LEVEL INN HOMEOWNR ASS INC		103.09	SHOULD HAVE BEEN A COMMON AREA
478999	SEA LEVEL INN HOMEOWNR ASS INC		103.09	SHOULD HAVE BEEN A COMMON AREA
478999	SEA LEVEL INN HOMEOWNR ASS INC		114.68	SHOULD HAVE BEEN A COMMON AREA
9563	JAMES C JR BROWN	SWANSBORO	114.71	COUNTY PROPERTY/PER SARAH DAVIS
9563	JAMES C JR BROWN	SWANSBORO	116.35	COUNTY PROPERTY/PER SARAH DAVIS
67035	TRAVIS PAUL SMITH	CEDAR ISLAND	581.98	FAILED TO RECEIVE EXEMPTION

FINAL TOTALS
TOTAL 1,243.94

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

c. Tax Refunds Under $100

03/01/20 01:30:00 Refunds to be Issued by Finance Office - $100.00 and Under

Remit To:	Refund	Address	City	St	Zip Code	TransNo	Reference
ADAMS,CARLTON F JR ETUX GERA	28.68	805 FAIRWAY DR OVERPAYMENT CHECK 608177	CLAYTON	NC	27520	2259840	2019 R 5373.18.32.1172000
ALMANY,JEFFREY SCOTT	30.57	199 SALTY SHORES RD PAID TWICE STURGIS	NEWPORT	NC	28570	0	2019 P 0031579
APPLEWHITE,JAMES W ETUX MART	1.79	608 AUSTIN AVE OVER PAYMENT CHECK 988	GARY	NC	27511	2260690	2019 R 5373.14.32.2904000
BLOMGREN,BRUCE V	47.77	3662 WINGFOOT DR PAID TWICE/STURGIS	SOUTHPORT	NC	28461	0	2019 R 630418404909000
CARTER,MATTHEW STEPHEN	30.24	5201 WEBB CT. BOAT SOLD 2018	MOREHEAD CITY	NC	28557	2261353	2019 P 0051153
CARTERET INTERLA MEDICINE CA	32.27	212 PENNY LANE OVERPAYMENT CHECK 2067	MOREHEAD CITY	NC	28557	2260461	2013 P 0009904
CHAPPELL,JESSE W ETAL TRUSTE	15.00	704 HIGHWAY 58 S/W DOUBLE BILLED	SWANSBORO	NC	28584	2260645	2015 R 6316.04.80.4974000
CHASAK,ERWIN THOMAS JR	70.00	4521 MIDDLETOWN DRIVE OVERPAYMENT CHECK 37071	WAKE FOREST	NC	27587	2261454	2018 R 6355.19.50.7830000
CLARKE,LEWIS	44.33	1701 GLEN EDEN DRIVE OVERPAYMENT CHECK 0002113960	RALEIGH	NC	27612	2260531	2019 P 0537034
CLINE,TALFORD R ETUX SANDRA	1.07	290 FIRETOWER ROAD OVER PAYMENT CHECK 0000985200	BEAUFORT	NC	28516	2260497	2018 R 7338.03.34.7870000
CORELOGIC TAX SERVICES LLC	12.59	3001 HACKBERRY ROAD OVER PAYMENT CHECK 410328633	IRVING	TX	75063	2260839	2019 R 6378.04.71.8716000
CRANFORD,GEORGE ETAL ESTELL	90.47	2 BLUFF RIDGE COURT OVERPAYMENT STURGIS	GREENSBORO	NC	274552296	2261563	2019 R 5373.18.41.9939307
DALTON FAMILY INVESTMENTS LL	62.49	400 LEE ROAD OVER PAYMENT CHECK 240116	CLAYTON	NC	27520	2261324	2019 R 6388.03.24.4066000
DANIELS,CALLIE G ETVIR LARRY	9.08	130 GOODWIN RIDGE ROAD OVER PAYMENT CHECK 091063	CEDAR ISLAND	NC	28520	2261436	2019 R 8406.00.02.3171000
DANIELS,MICHAEL N	2.91	108 W.BAYSHORE LN PO BOX 600 OVER PAYMENT CHECK 8816	CEDAR ISLAND	NC	28520	2261394	2019 R 8406.04.52.6778000
DANIELS,MICHAEL N	41.72	108 W. BAYSHORE LN PO BOX 600 OVER PAYMENT CHECK 8817	CEDAR ISLAND	NC	28520	2261395	2019 R 8406.04.52.4876000
DAVIS,ANGELA W	2.93	1780 COUNTRY CLUB RD	MOREHEAD CITY	NC	28557	2261158	2018 R 6387.14.34.8405000
DAVIS,JOSHUA S	3.83	510 FONTANA DR OVER PAYMENT CHECK 1118	CLAYTON	NC	27527	2261613	2019 P 0033487

03/01/20 01:30:00 Refunds to be Issued by Finance Office - $100.00 and Under

Remit To:	Refund	Address	City	St	Zip Code	TransNo	Reference
EDMONDS,DAVID BRIAN	9.70	125 SILVER CREEK DR SOLD BOAT PER BOS	SWANSBORO	NC	28584	2260650	2019 P 0050810
FARRUGIA,KAREN	25.00	PO BOX 1060 DRAFT ALREADY PAID OFF	BEAUFORT	NC	28516	0	R 7336.01.05.0576000
FENNELL,TODD W ETAL MONK TR	64.02	100 N MAIN STREET 5TH FLOOR OVER PAYMENT CHECK 31421039	WINSTON SALEM	NC	27101	2260749	2019 R 6376.20.91.4484000
FREMAUX,FREDERICK ETUX PHYLL	7.71	113 TIDEWATER DRIVE OVERPAYMENT CHECK 0099285848	NEWPORT	NC	28570	2259685	2019 R 6305.03.03.5269000
GERALD PELLETIER MD	3.28	413 HAYWOOD CREEK DR OVER PAYMENT CHECK 1759	TRENT WOODS	NC	28562	2260894	2019 P 0045014
GILLIKIN,NORMA J	4.46	1043 CROW HILL RD OVERPAYMENT CHECK 765177	BEAUFORT	NC	28516	2259500	2017 R 7326.02.87.5641000
GRIFFIS,DANIEL B III ETUX TI	46.50	3506 WALLINGFORD ROAD OVER PAYMENT CHECK 240113	GREENVILLE	NC	27858	2261325	2019 R 6344.06.39.6563024
GUTHRIE,LETTIE ETAL JEREMY	2.58	1170 SALTER PATH RD PO BOX 161 OVERPAYMENT CHECK 5059	SALTER PATH	NC	28575	2259024	2019 R 7338.04.51.0653000
HANEY,JEANNE W	5.80	1680 CONCRETE WORKS RD OVER PAYMENT CHECK 3079	WINSTON SALEM	NC	27107	2259773	2019 R 5384.11.76.1882000
HARWARD,CHRIS	42.98	3215 RIDGESTONE PK OVERPAYMENT CHECK 0005309205	DURHAM	NC	27712	2261240	2019 P 0036436
INDUSTRIAL PARK LLC	24.14	848 N RAINBOW BLVD #5038 OVERPAYMENT STURGIS	LAS VEGAS	NV	89107	2260990	2015 R 6339.15.52.0779000
LAKEVIEW LOAN SERVICING LLC	8.87	PO BOX 8068 OVER PAYMENT CHECK 5004785686	VIRGINIA BEACH	VA	23450	2260842	2019 R 6348.06.39.1080000
LASSITER,CHASE	1.79	PO BOX 1850 PAID TWICE	ATLANTIC BEACH	NC	28512	0	2016 R 635704517515000
LASSITER,CHASE	2.77	PO BOX 1850 PAID TWICE	ATLANTIC BEACH	NC	28512	0	2019 R 635514442161000
LASSITER,CHASE	2.26	PO BOX 1850 PAID TWICE	ATLANTIC BEACH	NC	28512	0	2019 R 635514442212000
LASSITER,DENNIS	1.29	2029 TERRI CREEK DR OVERPAYMENT CHECK 5439	FUQUAY VARINA	NC	27526	2259081	2019 P 0017724
LLOYD,KEITH	5.36	4708 COUNTRY CLUB DR N OVER PAYMENT CHECK 2611	WILSON	NC	27896	2261604	2019 P 0043040
MAILLET,DONALD E ETUX JOANNE	50.78	90 RIDGEWOOD LN APT 1 OVER PAYMENT CHECK 750	GARDNER	MA	01440	2261599	2019 R 8407.03.32.1459000

03/01/20 01:30:00 Refunds to be Issued by Finance Office - $100.00 and Under

Remit To:	Refund	Address	City	St	Zip Code	TransNo	Reference
MATARAZZO,GARY	71.12	127 SOMERVILLE ROAD OVERPAYMENT STURGIS	BEDMINSTER	NJ	07921	2259594	2019 R 7424.01.05.6905000
METTS,PATRICIA M	1.92	114 MISTYWOOD DR OVER PAYMENT CHECK 6820	FUQUAY VARINA	NC	27526	2261465	2009 R 5367.01.35.3173000
MILLER,THOMAS RYAN	3.50	733 N FORTY RD OVERPAYMENT STURGIS	MOREHEAD CITY	NC	28557	2260639	2019 P 0045613
MOSS,BENJAMIN	3.38	1303 HEALTH DR OVERPAYMENT CHECK # 3508	NEW BERN	NC	285604371	2259450	2018 R 5383.07.79.4332000
MYERS,FAYE	4.35	8186 LAMBS CREEK CHURCH OVER PAYMENT CHECK 955	KING GEORGE	VA	22485	2261575	2008 P 0008141
NIXON,RONNIE E ETUX SANDRA	8.89	126 LONGLEAF DR OVER PAYMENT CHECK 5762	NEWPORT	NC	28570	2259844	2019 R 6379.04.71.9603000
PAUL E SHIPTENKO FAMILY LT	34.05	499 PINEBROOKE LN SOLD CONDO/NO RENTAL	WESTERVILLE	OH	43082	2260644	2017 P 9067181
PELICAN'S ROOST OWNERS ASS	15.77	I PO BOX 5359 OVERPAYMENT CHECK 5671	EMERALD ISLE	NC	28594	2261280	2013 R 6385.16.72.9934000
PINER,BETTY LOU L/T	65.76	260 CHANNEL ROCK ROAD OVERPAYMENT CHECK 0006344865	BEAUFORT	NC	28516	2261874	2017 R 7368.01.19.6351000
PUGSLEY,ELIZABETH INEZ	4.54	2312 FISHER STREET OVER PAYMENT CHECK 419	MOREHEAD CITY	NC	28557	2259734	2018 R 6386.13.02.4528000
REID,PHILIP M	14.72	1756 MOOREFIELD RD OVERPAYMENT STURGIS	DANBURY	NC	27016	2261351	2019 R 7425.03.13.4007000
RIMMER,DANIEL ETUX SUSAN	9.38	414 AUSTIN RD OVERPAYMENT CHECK # 1682	BEAUFORT	NC	28516	2259346	2019 R 7307.03.43.0521000
ROLLS,WALTER	11.29	PO BOX 704 OVER PAYMENT CHECK 1116	WAKE FOREST	NC	27588	2260248	2019 P 0534303
SMITH,BARBARA NEWCOMB	6.61	229 HICKORY SHORES DR OVER PAYMENT CHECK 9404	NEWPORT	NC	28570	2260763	2019 P 0039018
SOUTHLAND PROPERTIES INC OF	35.00	PO BOX 146 DRAFT ALREADY PAID OFF	BEAUFORT	NC	28516	0	R 7306.17.22.1282000
STANBACK,JOHN WILLIAM ETUX M	64.77	736 FRANKLIN STREET OVER PAYMENT CHECK 7786669	CHAPEL HILL	NC	27514	2260757	2019 R 7346.19.52.6187000
SYKES,TANYA S ETAL TRUSTEES	60.17	3009 ROCK RIDGE PASS OVERPAYMENT CHECK 5279	MATTHEWS	NC	28104	2261488	2019 R 5373.15.63.4653000
TAYLOR,MARIAN H	20.41	PO BOX 898 OVER PAYMENT CHECK 0000880110	WAYNESVILLE	NC	28786	2260521	2019 R 7336.04.83.8811000

03/01/20 01:30:00 Refunds to be Issued by Finance Office - $100.00 and Under

Remit To:	Refund	Address	City	St	Zip Code	TransNo	Reference
THOMPSON,SHARON Y ETVIR L/T	13.25	133 MADISON BAY DRIVE OVER PAYMENT CHECK 613054	BEAUFORT	NC	28516	2260879	2019 R 6398.02.79.2471000
TUCKER,RICHARD LEE ETAL DILL	2.99	1908 SNOWY EGRET DRIVE OVER PAYMENT CHECK 3079	MOREHEAD CITY	NC	28557	2259882	2019 R 6387.18.32.8280000
U.S. DEPT OF AGRICULTURE	3.89	4300 GOODFELLOW BLVD BLDG 105E OVERPAYMENT CHECK 10569274	ST LOUIS	MO	63120	2259793	2019 R 6316.04.92.9403000
WEAR,CINDY MICHELE	1.41	113 QUEEN ANNES LN OVERPAYMENT CHECK 0000985319	BEAUFORT	NC	28516	2260523	2019 P 0532762
WILDT,FREDERICK ERNEST	9.66	150 NORTH MAIN ST OVERPAYMENT CHECK 3516	ROCHESTER	VT	05767	2260211	2019 R 7306.16.82.5730000
WILKINS,SARAH CULLER	2.06	768 ROBERTS CHAPEL RD OVER PAYMENT CHECK 6157	STEM	NC	27581	2260092	2012 P 0017904
WILLIAMS,JERRY CHRISTOPHER	80.07	107 TRELLIS LANE PAYS TAX IN CRAVEN CO	VANCEBORO	NC	28586	2260654	2017 P 0048036
WILLIAMS,SCOTT J ETUX MARY	9.17	1306 N HERRITAGE ST OVER PAYMENT CHECK 8147	KINSTON	NC	28501	2259755	2016 R 6375.16.82.4569000
WRIGHT,JAMES E ETUX ANN	3.18	523 FAYETTEVILLE STREET OVERPAYMENT CHECK 3346	KNIGHTDALE	NC	27545	2259048	2013 R 7306.18.41.1044000

FINAL TOTALS
TOTAL 1,398.34

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

d. Tax Refunds Over $100

03/01/20 00:30:00 Refunds to be Issued by Finance Office - Over $100.00 PAGE

Remit To:	Refund	Address	City	St	Zip Code	Reference
ALLEN,GARRY L ETUX CYNTHIA L	100.15	114 WATERSEDGE DRIVE OVER PAYMENT CHECK 8686	NEWPORT	NC	28570	2019 R 6357.01.26.6722
ATTORNEY DONNA J BOGGS PLLC	316.23	5276 HIGHWAY 24 OVER PAYMENT CHECH 2996	NEWPORT	NC	28570	2013 R 6336.04.54.0057
PENNELL,TODD W ETAL MONK TR	135.15	100 N MAIN STREET 5TH FLOOR OVER PAYMENT CHECK 31421036	WINSTON SALEM	NC	27101	2019 R 6356.16.84.5243
PREMAUX,FREDERICK ETUX PHILL	113.12	114 TIDEWATER DRIVE ALREADY PAID	NEWPORT	NC	28570	2019 R 63050303526 9000
HAMILTON,WANDA SUE	164.12	225 INGRAM RD ELDERLY EXEMPTION	BEAUFORT	NC	28516	2019 R 7482.17.20.2854
QUIDLEY,MONICA ELMA ROBINSON	111.93	104 DARBY COURT OVER PAYMENT CHECK 5843	TAYLORS	SC	29687	2018 R 7316.09.05.7211
SCHEU,GREG	237.55	621 PENDLETON LAKE ROAD ALREADY PD	RALEIGH	NC	27614	2016 P 0035695
SOUND ESCAPE LLC	452.53	208 MEADOWS LANE OVERPAYMENT CHECK 1001	NEWPORT	NC	28570	2018 R 6304.18.42.0058
STMCC LLC	165.00	4838 ARENDELL STREET S/W ADJUSTMENT	MOREHEAD CITY	NC	28557	2019 R 6377.20.90.6777
TURNER,ROY W ETUX PATRICIA	146.06	300 CLEARWATER DR S/W ADJUSTMENT	NEWPORT	NC	28570	2019 R 6305.03.23.4556
WENTWORTH CONSTRUCTION LLC	259.85	1029 AUGUSTA LANE OVERPAYMENT CHECK 6449	GREENVILLE	NC	27858	2019 R 6375.15.74.1075
WICKIZER,ALAN T ETUX SHARON	180.26	373 GILLIKIN ROAD M/H PROCESSED AS REAL PROPERTY	BEAUFORT	NC	28516	2019 R 7337.01.29.4099
WICKIZER,ALAN T ETUX SHARON	182.30	373 GILLIKIN ROAD M/H PROCESS AS REAL PROPERTY	BEAUFORT	NC	28516	2018 R 7337.01.29.4099
WICKIZER,ALAN T ETUX SHARON	186.32	373 GILLIKIN ROAD M/H PROCESSED AS REAL PROPERTY	BEAUFORT	NC	28516	2017 R 7337.01.29.4099

FINAL TOTALS
TOTAL 2,750.57

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

e. Tax Collector's Monthly Report

Carteret County Tax Department

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

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

Memorandum

To: Board of Commissioners
Tommy Burns

From: Sarah Davis
Tax Administrator

Re: BOC monthly collections report

Date: February 28, 2020

Attached is the monthly collection's report to the Board of Commissioners as required by North Carolina General Statute 105-350. No action is required by the Board. It is presented for information purposes only. The collection report shows the total levy, collection, and unpaid balance for each year of the past ten years, beginning with 2009 and coming forward to 2019. This report is presented each month in your agenda package. The total collections for the ten years are $612,966,370.77. The unpaid balance outstanding for the 10 year period is $8,608,682.63 including deferred taxes. The Tax Department will continue to pursue collection of unpaid taxes as authorized by North Carolina Statutes.

ACS TAX COLLECTION SYSTEM
02/28/2020 11:28:16

BOC MONTHLY REPORT

CARTERET COUNTY
TC650R

PAGE 1

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

* * * * Totals for Tax year 2009

# of Properties Processed 143,265

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	54,948,168.22	51,809,907.51	2,372,968.00	193,267.34	.00	548,236.52	23,788.85
Total Adjustments	393,403.03-	184,865.65-	27,677.41-	193,267.34-	.00	.00	12,407.37
Total Collections	54,457,653.78	51,581,334.27	2,339,786.16	.00	.00	501,518.75	35,014.60
Unpaid Balances	97,111.41	43,707.59	5,504.43	.00	.00	46,717.77	1,181.62

* * * * Totals for Tax year 2010

# of Properties Processed 143,838

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	55,563,824.91	52,424,638.58	2,351,053.00	229,599.63	.00	534,107.94	24,425.76
Total Adjustments	311,291.36-	70,401.07-	22,737.25-	227,888.51-	.00	.00	9,735.47
Total Collections	55,141,103.81	52,301,707.68	2,321,189.34	1,711.12	.00	483,365.93	33,129.74
Unpaid Balances	111,429.74	52,529.83	7,126.41	.00	.00	50,742.01	1,031.49

* * * * Totals for Tax year 2011

# of Properties Processed 144,282

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	56,052,668.36	52,936,189.46	2,320,555.00	225,239.96	.00	545,591.35	25,092.59
Total Adjustments	375,113.76-	150,282.13-	14,200.73-	224,660.27-	.00	.00	14,029.37
Total Collections	55,423,537.97	52,654,049.48	2,295,074.17	579.69	.00	436,418.90	37,415.73
Unpaid Balances	254,016.63	131,857.85	11,280.10	.00	.00	109,172.45	1,706.23

* * * * Totals for Tax year 2012

# of Properties Processed 144,824

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	55,145,510.54	51,997,993.51	2,359,242.00	218,866.12	.00	541,465.81	27,943.10
Total Adjustments	359,781.51-	116,987.59-	31,569.38-	217,258.56-	.00	.00	6,034.02
Total Collections	54,470,719.31	51,713,785.62	2,308,536.13	944.57	.00	415,781.34	31,671.65
Unpaid Balances	315,009.72	167,220.30	19,136.49	662.99	.00	125,684.47	2,305.47

* * * * Totals for Tax year 2013

# of Properties Processed 112,175

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	54,017,369.33	50,733,057.05	2,554,465.00	226,999.79	.00	478,997.41	23,850.08
Total Adjustments	124,055.88-	91,868.79-	31,852.86-	3,189.77-	.00	.00	2,855.54

ACS TAX COLLECTION SYSTEM
02/28/2020 11:28:16

BOC MONTHLY REPORT

CARTERET COUNTY
TC650R

PAGE 2

Typ Bill	Year Property Number		Dist Code	Twn	Sch	Special Districts 1 2 3 4 5 6 7 8 9	User Codes 1 2 3 4 5 6 7 8 9	Deferred Flag	Defer Inelig	MV Batch
Total Collections	53,356,821.83	50,470,922.76	2,495,591.85			1,464.92	.00	364,268.38	24,573.92	
Unpaid Balances	536,491.62	170,265.50	27,020.29			222,345.10	.00	114,729.03	2,131.70	

* * * * Totals for Tax year 2014

# of Properties Processed 68,381

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	56,610,809.58	53,325,792.31	2,585,290.00	234,870.44	.00	440,548.95	24,307.88
Total Adjustments	261,647.22-	2,689.45-	30,250.99-	232,015.25-	.00	.00	3,308.47
Total Collections	56,001,689.18	53,129,562.82	2,516,856.70	2,272.98	.00	328,283.66	24,713.02
Unpaid Balances	347,473.18	193,540.04	38,182.31	582.21	.00	112,265.29	2,903.33

* * * * Totals for Tax year 2015

# of Properties Processed 74,037

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	55,839,199.51	51,122,449.39	3,841,944.00	423,473.95	.00	406,635.06	44,697.11
Total Adjustments	819,434.13-	128,227.35-	267,882.83-	418,713.18-	.00	.00	4,610.77-
Total Collections	54,589,071.16	50,747,799.84	3,515,301.88	4,760.77	.00	286,409.48	34,799.19
Unpaid Balances	430,694.22	246,422.20	58,759.29	.00	.00	120,225.58	5,287.15

* * * * Totals for Tax year 2016

# of Properties Processed 78,522

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	57,559,732.86	52,998,419.93	3,626,613.00	450,647.88	.00	410,406.32	73,645.73
Total Adjustments	384,671.83-	295,381.07-	81,596.00-	9,455.86	.00	.00	17,150.62-
Total Collections	56,120,476.93	52,324,368.82	3,472,319.97	4,542.08	.00	272,830.56	46,415.50
Unpaid Balances	1,054,584.10	378,670.04	72,697.03	455,561.66	.00	137,575.76	10,079.61

* * * * Totals for Tax year 2017

# of Properties Processed 79,452

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	58,917,728.16	54,088,967.10	3,924,321.00	466,172.13	.00	336,877.86	101,390.07
Total Adjustments	426,353.06-	258,802.18-	127,182.04-	2,162.76-	.00	.00	38,206.08-
Total Collections	57,278,017.03	53,318,919.07	3,693,821.23	1,747.38	.00	207,777.35	55,752.00
Unpaid Balances	1,213,358.07	511,245.85	103,317.73	462,261.99	.00	129,100.51	7,431.99

* * * * Totals for Tax year 2018

# of Properties Processed 78,627

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees

ACS TAX COLLECTION SYSTEM
02/28/2020 11:28:16

BOC MONTHLY REPORT

CARTERET COUNTY
TC650R

PAGE 3

Typ Bill	Year Property Number		Dist Code	Twn	Sch	Special Districts 1 2 3 4 5 6 7 8 9	User Codes 1 2 3 4 5 6 7 8 9	Deferred Flag	Defer Inelig	MV Batch
Original Balances	59,955,833.19	55,341,527.56	3,833,304.00			486,352.01	.00	278,449.62	16,200.00	
Total Adjustments	161,286.20-	120,350.08-	39,943.89-			932.12-	.00	.00	60.11-	
Total Collections	58,339,221.04	54,494,597.55	3,657,280.61			2,009.56	.00	176,240.48	9,092.84	
Unpaid Balances	1,455,325.95	726,579.93	136,079.50			483,410.33	.00	102,209.14	7,047.05	

* * * * Totals for Tax year 2019

# of Properties Processed 79,892

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	60,918,110.28	56,481,324.44	3,827,703.00	485,872.13	.00	123,210.71	.00
Total Adjustments	336,863.56-	296,844.60-	39,984.96-	34.00-	.00	.00	.00
Total Collections	57,788,058.73	54,224,022.11	3,502,572.93	262.18	.00	61,201.51	.00
Unpaid Balances	2,793,187.99	1,960,457.73	285,145.11	485,575.95	.00	62,009.20	.00

ACS TAX COLLECTION SYSTEM
02/28/2020 11:28:16

BOC MONTHLY REPORT

CARTERET COUNTY
TC650R

PAGE 4

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

* * * * Totals for FINAL TOTALS

# of Properties Processed 1,147,295

	Total	TAX	Spec Asmt	Deferred	CB Deferred	Interest	Fees
Original Balances	625,528,954.94	583,260,266.84	33,597,458.00	3,641,361.38	.00	4,644,527.55	385,341.17
Total Adjustments	3,953,901.54-	1,716,699.96-	714,878.34-	1,510,665.90-	.00	.00	11,657.34-
Total Collections	612,966,370.77	576,961,070.02	32,118,330.97	20,295.25	.00	3,534,096.34	332,578.19
Unpaid Balances	8,608,682.63	4,582,496.86	764,248.69	2,110,400.23	.00	1,110,431.21	41,105.64

f. NCVTS Motor Vehicle Refund Report

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2020 11:38:05 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
AUGUST, EUGENE	AUGUST, EUGENE		232 TAYLORWOOD DR		BEAUFORT, NC 28516	Adjustment < $100	0051986117	CM14329	Refund Generated due to adjustment on Bill #0051986117-2019-2019-0000-00	Over Assessment	02/28/2020	9010	Tax	($9.95)	$0.00	($9.95)
												1159	Tax	($6.83)	$0.00	($6.83)
												46	Tax	($1.15)	$0.00	($1.15)
															Refund	$15.93
BARROW, RICHARD DOWELL II	BARROW, RICHARD DOWELL II		105 KEY WEST LN		NEWPORT, NC 28570	Proration	0030461112	DMZ2479	Refund Generated due to proration on Bill #0030461112-2018-2018-0000-00	Tag Surrender	02/25/2020	9010	Tax	($0.60)	$0.00	($0.60)
												31	Tax	($0.06)	$0.00	($0.06)
												46	Tax	($0.08)	$0.00	($0.08)
															Refund	$0.76
BRAGG, DAVID STEVEN	BRAGG, DAVID STEVEN		180 NORRIS LANDING RD		PELETIER, NC 28584	Adjustment < $100	0052010502	DA1450	Refund Generated due to adjustment on Bill #0052010502-2019-2019-0000	Situs error	02/24/2020	9010	Tax	$0.00	$0.00	$0.00
												1460	Tax	($13.03)	$0.00	($13.03)
												1523	Tax	$2.01	$0.00	$2.01
												37	Tax	$2.19	$0.00	$2.19
												19	Tax	$1.83	$0.00	$1.83
															Refund	$7.00
BRUGGER, JOYCE PAMELA	BRUGGER, JOYCE PAMELA		1111 HEDRICK BLVD		MOREHEAD CITY, NC 28557	Proration	0001082951	YZP6853	Refund Generated due to proration on Bill #0001082951-2019-2019-0000-00	Tag Surrender	02/10/2020	9010	Tax	($12.13)	$0.00	($12.13)
												30	Tax	($1.96)	$0.00	($1.96)
												50	Tax	($0.78)	$0.00	($0.78)
															Refund	$14.87
BUNDY, SAMUEL DAVID JR	BUNDY, SAMUEL DAVID JR		904 LANGFORD PL		RALEIGH, NC 27609	Proration	0020472465	ZYB4192	Refund Generated due to proration on Bill #0020472465-2018-2018-0000-00	Tag Surrender	02/13/2020	9010	Tax	($2.15)	$0.00	($2.15)
												1353	Tax	($1.37)	$0.00	($1.37)
												93	Tax	($0.42)	$0.00	($0.42)
															Refund	$3.94
CARPENTER, TIMOTHY JAMES II	CARPENTER, TIMOTHY JAMES II		219 BOGUE CARRIER CT		NEWPORT, NC 28570	Proration	0039760369	CBM5473	Refund Generated due to proration on Bill #0039760369-2019-2019-0000-00	Tag Surrender	02/19/2020	9010	Tax	($22.76)	$0.00	($22.76)
												31	Tax	($2.94)	$0.00	($2.94)
												48	Tax	($2.94)	$0.00	($2.94)
															Refund	$28.64
CARPENTER, TIMOTHY JAMES II	CARPENTER, TIMOTHY JAMES II		219 BOGUE CARRIER CT		NEWPORT, NC 28570	Proration	0040664832	PKT1190	Refund Generated due to proration on Bill #0040664832-2019-2019-0000-00	Tag Surrender	02/19/2020	9010	Tax	($13.90)	$0.00	($13.90)
												31	Tax	($1.79)	$0.00	($1.79)
												48	Tax	($1.79)	$0.00	($1.79)
															Refund	$17.48
CHRISTMAN, SUSAN SCHIRM	CHRISTMAN, SUSAN SCHIRM	CHRISTMAN, WILLIAM ALBERT JR	150 LANDS END RD	APT A43	MOREHEAD CITY, NC 28557	Proration	0028773564	BJF7323	Refund Generated due to proration on Bill #0028773564-2019-2019-0000-00	Vehicle Sold	02/12/2020	9010	Tax	($44.63)	$0.00	($44.63)
												1351	Tax	($54.95)	$0.00	($54.95)
															Refund	$99.78
CIESLINSKI, DAVID TODD	CIESLINSKI, DAVID TODD		333 STARKE DR		ROANOKE RAPIDS, NC 27870	Adjustment < $100	0051993401	SNW6288	Refund Generated due to adjustment on Bill #0051993401-2019-2019-0000	Situs error	02/20/2020	9010	Tax	$0.00	$0.00	$0.00
												1460	Tax	($10.39)	$0.00	($10.39)
												41	Tax	$2.62	$0.00	$2.62
															Refund	$7.77
COLE, DAVID EDWARD	COLE, DAVID EDWARD		106 VELLINES AVE		NEWPORT, NC 28570	Proration	0050867658	PKS8815	Refund Generated due to proration on Bill #0050867658-2019-	Tag Surrender	02/24/2020	9010	Tax	($2.39)	$0.00	($2.39)
												32	Tax	($0.52)	$0.00	($0.52)

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2020 11:38:05 AM

									2019-0000-00						Refund	$2.91
CONNOR, MELYNIE BROWN	CONNOR, MELYNIE BROWN		PO BOX 2119		ATLANTIC BCH, NC 28512	Proration	0038475397	SZA4421	Refund Generated due to proration on Bill #0038475397-2019-2019-0000-00	Vehicle Sold	02/10/2020	9010	Tax	($33.57)	$0.00	($33.57)
												1352	Tax	($19.54)	$0.00	($19.54)
															Refund	$53.21
CORNETT, JOHN MORRIS	CORNETT, JOHN MORRIS		PO BOX 1087		NEWPORT, NC 28570	Proration	0037934580	BDZ8064	Refund Generated due to proration on Bill #0037934580-2019-2019-0000-00	Tag Surrender	02/10/2020	9010	Tax	($28.39)	$0.00	($28.39)
												35	Tax	($8.25)	$0.00	($8.25)
															Refund	$36.64
CULPEPPER, NORMAN GARRY	CULPEPPER, NORMAN GARRY		3347 MILL CREEK RD		NEWPORT, NC 28570	Adjustment < $100	0051859217	CL78774	Refund Generated due to adjustment on Bill #0051859217-2019-2019-0000-00	Over Assessment	02/10/2020	9010	Tax	($45.76)	$0.00	($45.76)
												28	Tax	($8.11)	$0.00	($8.11)
												39	Tax	($11.81)	$0.00	($11.81)
												78	Tax	($8.11)	$0.00	($8.11)
															Refund	$73.79
DIXON, JOHN BRYANT V	DIXON, JOHN BRYANT V	DIXON, DEBRA ANN	125 BRICKHOUSE LN		BEAUFORT, NC 28516	Proration	0020325357	CE30234	Refund Generated due to proration on Bill #0020325357-2018-2018-0000-00	Tag Surrender	02/18/2020	9010	Tax	($0.20)	$0.00	($0.20)
												27	Tax	($0.05)	$0.00	($0.05)
												17	Tax	($0.04)	$0.00	($0.04)
															Refund	$0.29
EHRLER, KIMBERLY MICHELLE MANN	EHRLER, KIMBERLY MICHELLE MANN		310 APPALOOSA CT		SWANSBORO, NC 28584	Proration	0049755456	TAV7088	Refund Generated due to proration on Bill #0049755456-2019-2019-0000-00	Tag Surrender	02/25/2020	9010	Tax	($5.70)	$0.00	($5.70)
												40	Tax	($1.84)	$0.00	($1.84)
												19	Tax	($0.92)	$0.00	($0.92)
															Refund	$8.46
ELLIOTT, DAVID DENVER	ELLIOTT, DAVID DENVER	ELLIOTT, KAREN TAYLOR	301 DEER TRL		EMERALD ISLE, NC 28594	Proration	0027923906	PTW9338	Refund Generated due to proration on Bill #0027923906-2019-2019-0000-00	Tag Surrender	02/20/2020	9010	Tax	($6.07)	$0.00	($6.07)
												1556	Tax	($3.03)	$0.00	($3.03)
															Refund	$9.10
GAESSER, CLAYTON DAVID THOMAS	GAESSER, CLAYTON DAVID THOMAS	GAESSER, KEITH H	130 ANDREW CIR		PELETIER, NC 28584	Adjustment < $100	0051815010	TBK1765	Refund Generated due to adjustment on Bill #0051815010-2019-2019-0000	Situs error	02/05/2020	9010	Tax	$0.00	$0.00	$0.00
												1460	Tax	($31.49)	$0.00	($31.49)
												1523	Tax	$4.85	$0.00	$4.85
												37	Tax	$5.29	$0.00	$5.29
												19	Tax	$4.41	$0.00	$4.41
															Refund	$16.94
GORDON, JANE ALETHIA	GORDON, JANE ALETHIA		241 RUDOLPH DR		BEAUFORT, NC 28516	Adjustment < $100	0051784390	FLS5925	Refund Generated due to adjustment on Bill #0051784390-2019-2019-0000-00	Over Assessment	02/21/2020	9010	Tax	($5.21)	$0.00	($5.21)
												42	Tax	($1.05)	$0.00	($1.05)
												46	Tax	($1.01)	$0.00	($1.01)
												75	Tax	($0.93)	$0.00	($0.93)
															Refund	$8.20
HARDIN, BETTY ELAINE	HARDIN, BETTY ELAINE		334 SHORESIDE DR		SWANSBORO, NC 28584	Proration	0041769869	EML1841	Refund Generated due to proration on Bill #0041769869-2018-2018-0000-00	Tag Surrender	02/07/2020	9010	Tax	($18.39)	$0.00	($18.39)
												37	Tax	($3.56)	$0.00	($3.56)
												19	Tax	($2.97)	$0.00	($2.97)
															Refund	$24.92
HARKLEY, ERIN GRAY MITCHELL	HARKLEY, ERIN GRAY MITCHELL		127 CEDARWOOD		HAVELOCK, NC 28532	Proration	0045832037	FKT8505	Refund Generated due to proration on Bill #0045832037-2019-2019-0000-00	Tag Surrender	02/26/2020	9010	Tax	($64.78)	$0.00	($64.78)
												30	Tax	($10.45)	$0.00	($10.45)
												50	Tax	($4.18)	$0.00	($4.18)

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2020 11:38:05 AM

															Refund	$79.41
HASTINGS, BROOKE ELIZABETH	HASTINGS, BROOKE ELIZABETH	PIPA, BONNIE JENNIFER	220 CALIBRE CHASE DR APT 105		RALEIGH, NC 27609	Proration	0046509613	FFS4719	Refund Generated due to proration on Bill #0046509613-2018-2018-0000-00	Tag Surrender	02/04/2020	9010	Tax	($56.12)	$0.00	($56.12)
												1460	Tax	($70.31)	$0.00	($70.31)
															Refund	$128.43
HESSELMAN, DONALD MARTIN	HESSELMAN, DONALD MARTIN		500 WESTOVER DR	UNIT 11928	SANFORD, NC 27330	Proration	0050559644	VXH2089	Refund Generated due to proration on Bill #0050559644-2019-2019-0000-00	Tag Surrender	02/05/2020	9010	Tax	($10.54)	$0.00	($10.54)
												1159	Tax	($15.64)	$0.00	($15.64)
												46	Tax	($2.04)	$0.00	($2.04)
															Refund	$28.22
INSCOE, MICHAEL COY	INSCOE, MICHAEL COY		4425 UNIT 304 ARENDELL ST		MOREHEAD CITY, NC 28557	Proration	0044930659	EEC4070	Refund Generated due to proration on Bill #0044930659-2019-2019-0000-00	Tag Surrender	02/19/2020	9010	Tax	($54.34)	$0.00	($54.34)
												1351	Tax	($66.61)	$0.00	($66.61)
															Refund	$120.95
JOHNSTON, CATHERINE ELAINE	JOHNSTON, CATHERINE ELAINE		PO BOX 491		MOREHEAD CITY, NC 28557	Proration	0033840625	YZP2494	Refund Generated due to proration on Bill #0033840625-2018-2018-0000-00	Tag Surrender	02/06/2020	9010	Tax	($14.24)	$0.00	($14.24)
												32	Tax	($3.10)	$0.00	($3.10)
															Refund	$17.34
KDS VENTURES INC	KDS VENTURES INC		1822-6 S GLENBURNIE ROAD	#380	NEW BERN, NC 28562	Adjustment < $100	0051832432	FLW7539	Refund Generated due to adjustment on Bill #0051832432-2019-2019-0000	Situs error	02/05/2020	9010	Tax	$0.00	$0.00	$0.00
												1352	Tax	$13.62	$0.00	$13.62
												1460	Tax	($27.42)	$0.00	($27.42)
															Refund	$13.80
KELLY, DANIELLE RENE	KELLY, DANIELLE RENE		1108 PINNACLE CT		MOREHEAD CITY, NC 28557	Proration	0037219686	ELJ5910	Refund Generated due to proration on Bill #0037219686-2018-2018-0000-00	Tag Surrender	02/19/2020	9010	Tax	($15.62)	$0.00	($15.62)
												1351	Tax	($17.64)	$0.00	($17.64)
															Refund	$33.26
LAURA LEWIS ENTERPRISE INC	LAURA LEWIS ENTERPRISE INC		PO BOX 88		ATLANTIC BEACH, NC 28512	Proration	0049395641	DHC8794	Refund Generated due to proration on Bill #0049395641-2018-2018-0000-00	Tag Surrender	02/24/2020	9010	Tax	($42.16)	$0.00	($42.16)
												42	Tax	($7.48)	$0.00	($7.48)
												46	Tax	($8.16)	$0.00	($8.16)
												75	Tax	($7.48)	$0.00	($7.48)
															Refund	$65.28
LAURA LEWIS ENTERPRISES INC	LAURA LEWIS ENTERPRISES INC		PO BOX 88		ATLANTIC BEACH, NC 28512	Proration	0050300648	NZA2135	Refund Generated due to proration on Bill #0050300648-2018-2018-0000-00	Tag Surrender	02/24/2020	9010	Tax	($16.13)	($0.79)	($16.92)
												42	Tax	($2.86)	($0.15)	($3.01)
												46	Tax	($3.12)	($0.16)	($3.28)
												75	Tax	($2.86)	($0.15)	($3.01)
															Refund	$26.22
MACFARLAND, RYAN EARL	MACFARLAND, RYAN EARL		111 COUNTRYSIDE CT		NEWPORT, NC 28570	Adjustment < $100	0046447062	PLP2158	Refund Generated due to adjustment on Bill #0046447062-2019-2019-0000-00	Military	02/19/2020	9010	Tax	($34.41)	$0.00	($34.41)
												35	Tax	($9.99)	$0.00	($9.99)
															Refund	$44.40
MACFARLAND, RYAN EARL	MACFARLAND, RYAN EARL		111 COUNTRYSIDE CT		NEWPORT, NC 28570	Adjustment < $100	0050467390	PLP2157	Refund Generated due to adjustment on Bill #0050467390-2019-2019-0000-00	Military	02/19/2020	9010	Tax	($21.05)	$0.00	($21.05)
												35	Tax	($6.11)	$0.00	($6.11)
															Refund	$27.16
MACFARLAND, RYAN EARL	MACFARLAND, RYAN EARL		111 COUNTRYSIDE CT		NEWPORT, NC 28570	Adjustment < $100	0046446036	HV9357	Refund Generated due to adjustment on Bill #0046446036-2019-2019-0000-00	Military	02/19/2020	9010	Tax	($16.49)	$0.00	($16.49)
												35	Tax	($4.79)	$0.00	($4.79)
															Refund	$21.28
MARLOWE, CHARLES	MARLOWE, CHARLES		5235 PETERSBURG		CONCORD, NC 28027	Adjustment < $100	0051792212	BF13707	Refund Generated due to adjustment on Bill	Situs error	02/04/2020	9010	Tax	$0.00	$0.00	$0.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2020 11:38:05 AM

CHARLES ALAN	CHARLES ALAN		PETERSBURG DR		28027	$100			#0051792212-2019-2019-0000			1460	Tax	($1.07)	$0.00	($1.07)
												16	Tax	$0.33	$0.00	$0.33
															Refund	$0.74
MICHAUX, MARTHA PATTON	MICHAUX, MARTHA PATTON	MICHAUX, MACON WARFIELD	2129 WOODLAND AVE	UNIT 16	RALEIGH, NC 27608	Proration	0047788034	PKP6513	Refund Generated due to proration on Bill #0047788034-2018-2018-0000-00	Tag Surrender	02/10/2020	9010	Tax	($28.85)	$0.00	($28.85)
												41	Tax	($8.38)	$0.00	($8.38)
															Refund	$37.23
MOODY, ROBERT STEVEN	MOODY, ROBERT STEVEN	MOODY, SHIRLEY LAWS	1441 POHATON DR		MYRTLE BEACH, SC 29577	Proration	0041694636	TYR2023	Refund Generated due to proration on Bill #0041694636-2018-2018-0000-00	Tag Surrender	02/27/2020	9010	Tax	($34.84)	$0.00	($34.84)
												1556	Tax	($17.42)	$0.00	($17.42)
															Refund	$52.26
MOORE, ELWOOD DANIEL JR	MOORE, ELWOOD DANIEL JR		2551 ASKEW RD		FARMVILLE, NC 27828	Adjustment < $100	0051897641	WSK8719	Refund Generated due to adjustment on Bill #0051897641-2019-2019-0000	Situs error	02/12/2020	9010	Tax	$0.00	$0.00	$0.00
												1352	Tax	$8.55	$0.00	$8.55
												1460	Tax	($16.96)	$0.00	($16.96)
															Refund	$8.41
MOORE, ELWOOD DANIEL JR	MOORE, ELWOOD DANIEL JR	TIDERUNNER CHARTERS	2551 ASKEW RD		FARMVILLE, NC 27828	Adjustment < $100	0051929052	SSNDRK	Refund Generated due to adjustment on Bill #0051929052-2019-2019-0000	Situs error	02/14/2020	9010	Tax	$0.00	$0.00	$0.00
												1352	Tax	$83.68	$0.00	$83.68
												1460	Tax	($165.97)	$0.00	($165.97)
															Refund	$82.29
NAUSE, JONATHAN RICHARD	NAUSE, JONATHAN RICHARD		2 CEDAR CREEK CIR		BEAUFORT, SC 29906	Proration	0040465896	BKJ3072	Refund Generated due to proration on Bill #0040465896-2018-2018-0000-00	Reg. Out of state	02/12/2020	9010	Tax	($10.92)	$0.00	($10.92)
												35	Tax	($3.17)	$0.00	($3.17)
															Refund	$14.09
RANDELL, SARAH DLUGOZIMA	RANDELL, SARAH DLUGOZIMA	RANDELL, PAUL JOSEPH	125 CEDAR RD		PINE KNOLL SHORES, NC 28512	Proration	0029983588	ABECHTRK	Refund Generated due to proration on Bill #0029983588-2018-2018-0000-00	Tag Surrender	02/03/2020	9010	Tax	($58.42)	$0.00	($58.42)
												1353	Tax	($37.13)	$0.00	($37.13)
												94	Tax	($3.01)	$0.00	($3.01)
															Refund	$98.56
RAPER, WILLIAM KENNETH	RAPER, WILLIAM KENNETH	RAPER, PATRICIA HARRELL	109 DEERFIELD CT		CEDAR POINT, NC 28564	Proration	0001086392	BER2849	Refund Generated due to proration on Bill #0001086392-2019-2019-0000-00	Vehicle Sold	02/04/2020	9010	Tax	($19.84)	$0.00	($19.84)
												1561	Tax	($5.92)	$0.00	($5.92)
												37	Tax	($3.84)	$0.00	($3.84)
												19	Tax	($3.20)	$0.00	($3.20)
															Refund	$32.80
SARRA, BERNARD ROMEO	SARRA, BERNARD ROMEO		8711 PLANTATION DR	APT 305	EMERALD ISLE, NC 28594	Adjustment < $100	0051962139	HFT2755	Refund Generated due to adjustment on Bill #0051962139-2019-2019-0000-00	Military	02/18/2020	9010	Tax	($16.34)	$0.00	($16.34)
												1556	Tax	($8.17)	$0.00	($8.17)
															Refund	$24.51
SHACKELFORD, WILLIAM CREECH II	SHACKELFORD, WILLIAM CREECH II		357 VFW RD		SWANSBORO, NC 28584	Proration	0047925222	CL33486	Refund Generated due to proration on Bill #0047925222-2018-2018-0000-00	Tag Surrender	02/20/2020	9010	Tax	($0.39)	$0.00	($0.39)
												37	Tax	($0.07)	$0.00	($0.07)
												19	Tax	($0.06)	$0.00	($0.06)
															Refund	$0.52
SHACKELFORD, WILLIAM CREECH II	SHACKELFORD, WILLIAM CREECH II		357 VFW RD		SWANSBORO, NC 28584	Proration	0048683891	CL51148	Refund Generated due to proration on Bill #0048683891-2018-2018-0000-00	Tag Surrender	02/20/2020	9010	Tax	($1.03)	$0.00	($1.03)
												37	Tax	($0.20)	$0.00	($0.20)
												19	Tax	($0.17)	$0.00	($0.17)
															Refund	$1.40
SHACKELFORD, WILLIAM	SHACKELFORD, WILLIAM		357 VFW RD		SWANSBORO, NC 28584	Proration	0050559915	CL78445	Refund Generated due to proration on Bill	Tag Surrender	02/20/2020	9010	Tax	($2.07)	$0.00	($2.07)

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2020 11:38:05 AM

CREECH II	CREECH II							#0050559915-2019-2019-0000-00			37	Tax	($0.40)	$0.00	($0.40)
											19	Tax	($0.33)	$0.00	($0.33)
														Refund	$2.80
SHREVE, LEE PORTER JR	SHREVE, LEE PORTER JR		111 SANDPIPER DR		NEWPORT, NC 28570	Proration	0018800729	0565BR	Refund Generated due to proration on Bill #0018800729-2018-2018-0000-00	Tag Surrender	02/06/2020	9010	Tax	($2.78)	$0.00	($2.78)
												32	Tax	($0.60)	$0.00	($0.60)
														Refund	$3.38
SOUTHERLAND, MARGARET RENEE	SOUTHERLAND, MARGARET RENEE	SOUTHERLAND, WARREN CHASE	160 JUNIUS DR		NEWPORT, NC 28570	Proration	0048949545	JP7063	Refund Generated due to proration on Bill #0048949545-2019-2019-0000-00	Tag Surrender	02/11/2020	9010	Tax	($28.83)	$0.00	($28.83)
												31	Tax	($3.72)	$0.00	($3.72)
												48	Tax	($3.72)	$0.00	($3.72)
														Refund	$36.27
SOUTHERLAND, WARREN CARLTON	SOUTHERLAND, WARREN CARLTON	WARNER LANDSCAPES INC	160 JUNIUS DR		NEWPORT, NC 28570	Proration	0041419099	DMZ2273	Refund Generated due to proration on Bill #0041419099-2018-2018-0000-00	Tag Surrender	02/11/2020	9010	Tax	($0.62)	$0.00	($0.62)
												31	Tax	($0.08)	$0.00	($0.08)
												48	Tax	($0.08)	$0.00	($0.08)
														Refund	$0.78
STEGALL, KEITH MONTGOMERY	JR CATES PROPERTIES LLC		509 QUAILWOOD CT		CAPE CARTERET, NC 28584	Proration	0044310977	FEY6580	Refund Generated due to proration on Bill #0044660281-2019-2019-0000-00	Tag Surrender	02/24/2020	9010	Tax	($74.08)	$0.00	($74.08)
												1561	Tax	($14.94)	$0.00	($14.94)
												37	Tax	($14.34)	$0.00	($14.34)
												19	Tax	($11.95)	$0.00	($11.95)
														Refund	$115.31
STEGALL, KEITH MONTGOMERY	STEGALL, KEITH MONTGOMERY	STEGALL, LINDA SANDERLIN	509 QUAILWOOD CT		CAPE CARTERET, NC 28584	Proration	0044669281	CK79483	Refund Generated due to proration on Bill #0044669281-2019-2019-0000-00	Tag Surrender	02/24/2020	9010	Tax	($119.74)	($5.09)	($125.73)
												1557	Tax	($82.06)	($4.10)	($86.16)
												1557	Vehicle	$0.00	$0.00	$0.00
												37	Tax	($23.17)	($1.16)	($24.33)
												19	Tax	($19.31)	($0.97)	($20.28)
														Refund	$256.52
STONE, JON THOMAS	STONE, JON THOMAS		7020 OCEAN DR		EMERALD ISLE, NC 28594	Proration	0032925527	YPW2764	Refund Generated due to proration on Bill #0032925527-2019-2019-0000-00	Tag Surrender	02/11/2020	9010	Tax	($38.67)	$0.00	($38.67)
												1556	Tax	($19.33)	$0.00	($19.33)
														Refund	$58.00
THOMASSON, GREGORY BERTRAM	THOMASSON, GREGORY BERTRAM		1901 EVANS ST		MOREHEAD CITY, NC 28557	Proration	0043504133	CAK6161	Refund Generated due to proration on Bill #0043504133-2019-2019-0000-00	Tag Surrender	02/26/2020	9010	Tax	($34.70)	$0.00	($34.70)
												1351	Tax	($42.53)	$0.00	($42.53)
														Refund	$77.23
THORNE, LORETTA ANN	THORNE, LORETTA ANN		3316A WHITLOCK DR N		WILSON, NC 27896	Adjustment < $100	0051994689	PJ88645	Refund Generated due to adjustment on Bill #0051994689-2019-2019-0000	Situs error	02/20/2020	9010	Tax	$0.00	$0.00	$0.00
												1460	Tax	($29.02)	$0.00	($29.02)
												1523	Tax	$4.47	$0.00	$4.47
												37	Tax	$4.88	$0.00	$4.88
												19	Tax	$4.07	$0.00	$4.07
														Refund	$15.50
TRIPP, TONY BURTON	TRIPP, TONY BURTON	TRIPP, SARAH WEST	5899 MANTE DR		GRIFTON, NC 28530	Proration	0050662244	FKT3067	Refund Generated due to proration on Bill #0050662244-2019-2019-0000-00	Vehicle Sold	02/14/2020	9010	Tax	($43.15)	$0.00	($43.15)
												1354	Tax	($35.50)	$0.00	($35.50)
												99	Tax	($1.39)	$0.00	($1.39)
														Refund	$80.04

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/2/2020 11:38:05 AM

TURNAGE CORP.	TURNAGE CORP.		PO BOX 1677		MOREHEAD CITY, NC 28557	Proration	0022997721	DAC5299	Refund Generated due to proration on Bill #0022997721-2019-2019-0000-00	Vehicle Sold	02/07/2020	9010	Tax	($20.50)	$0.00	($20.50)
												1351	Tax	($25.13)	$0.00	($25.13)
														Refund	$45.63
VASGAR, THOMAS EARL	VASGAR, THOMAS EARL		428 NINE FOOT RD		NEWPORT, NC 28570	Proration	0051363471	SA2473	Refund Generated due to proration on Bill #0051363471-2019-2019-0000-00	Tag Surrender	02/26/2020	9010	Tax	($70.68)	$0.00	($70.68)
												35	Tax	($20.52)	$0.00	($20.52)
														Refund	$91.20
WARNER LANDSCAPES INC	WARNER LANDSCAPES INC		160 JUNIUS DR		NEWPORT, NC 28570	Proration	0036284662	HR1419	Refund Generated due to proration on Bill #0036284662-2018-2018-0000-00	Tag Surrender	02/11/2020	9010	Tax	($2.06)	$0.00	($2.06)
												31	Tax	($0.26)	$0.00	($0.26)
												48	Tax	($0.26)	$0.00	($0.26)
														Refund	$2.58
WARNER LANDSCAPES INC	WARNER LANDSCAPES INC		160 JUNIUS DR		NEWPORT, NC 28570	Proration	0018781987	MRENEE	Refund Generated due to proration on Bill #0018781987-2018-2018-0000-00	Tag Surrender	02/12/2020	9010	Tax	($10.81)	$0.00	($10.81)
												31	Tax	($1.39)	$0.00	($1.39)
												48	Tax	($1.39)	$0.00	($1.39)
														Refund	$13.59
WARNER LANDSCAPES INC	WARNER LANDSCAPES INC		160 JUNIUS DR		NEWPORT, NC 28570	Proration	0037592930	CHASEN	Refund Generated due to proration on Bill #0037592930-2018-2018-0000-00	Tag Surrender	02/12/2020	9010	Tax	($6.22)	$0.00	($6.22)
												31	Tax	($0.80)	$0.00	($0.80)
												48	Tax	($0.80)	$0.00	($0.80)
														Refund	$7.82
WARREN, ARETTA EUNNICE	WARREN, ARETTA EUNNICE		9308 SINNACLE DR APT 511		SWANSBORO, NC 28584	Proration	0046982278	HD4773E	Refund Generated due to proration on Bill #0046982278-2018-2018-0000-00	Tag Surrender	02/06/2020	9010	Tax	($8.28)	$0.00	($8.28)
												1557	Tax	($5.67)	$0.00	($5.67)
												1557	Vehicle	$0.00	$0.00	$0.00
												37	Tax	($1.60)	$0.00	($1.60)
												19	Tax	($1.33)	$0.00	($1.33)
														Refund	$16.88
WHITAKER, BARBARA ANN	WHITAKER, BARBARA ANN		104 MIMOSA BLVD		PINE KNOLL SHORES, NC 28512	Proration	0046494604	FLS5453	Refund Generated due to proration on Bill #0046494604-2018-2018-0000-00	Tag Surrender	02/03/2020	9010	Tax	($12.70)	$0.00	($12.70)
												1353	Tax	($8.08)	$0.00	($8.08)
												94	Tax	($0.66)	$0.00	($0.66)
														Refund	$21.44
WIEDNER, LISA MILLIS	WIEDNER, LISA MILLIS	WIEDNER, DANIEL ARTHUR	493 MASONTOWN RD		NEWPORT, NC 28570	Proration	0050776189	TAV6195	Refund Generated due to proration on Bill #0050776189-2019-2019-0000-00	Tag Surrender	02/26/2020	9010	Tax	($16.97)	$0.00	($16.97)
												35	Tax	($5.50)	$0.00	($5.50)
														Refund	$24.47
WILLIS, SAMANTHA RENEE	WILLIS, SAMANTHA RENEE		320 HOWARD BLVD		NEWPORT, NC 28570	Proration	0048713576	HAJ8078	Refund Generated due to proration on Bill #0048713576-2018-2018-0000-00	Tag Surrender	02/05/2020	9010	Tax	($5.12)	$0.00	($5.12)
												1460	Tax	($6.19)	$0.00	($6.19)
														Refund	$11.31
														Refund Total	$2269.94

3. Approval to Accept Grant Funding from the State of North Carolina to Enhance Internet & Cellular Capabilities and Approval of Corresponding Budget Amendment: $11,136

COUNTY OF CARTERET
DEPARTMENT OF EMERGENCY SERVICES

Stephen Rea
Emergency Services Director

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

To: Tommy Burns, County Manager
From: Stephen Rea
Date: Thursday, February 13, 2020
Subj: Request for acceptance of grant funding from State of North Carolina and subsequent release of funding to Emergency Services

Carteret County Communications and Emergency Management recognized a need for enhanced internet and cellular capabilities in the event of a large scale service degradation. Based on this recognition, Carteret Emergency Communications requested consideration for DPR (Domestic Preparedness Region) funding to support the purchase of a Plum Case, otherwise known as a multi-vendor cradle point router device.

This device will allow access to multiple wireless vendors services in order to sustain internet and wireless connectivity in the event of a single or multiple carrier outage.

Carteret County was notified of their selection to receive the grant money in late January of 2020 via MOA from the State of North Carolina. This is a no match grant from the State, with the state reimbursing Carteret County for the full purchase price of the Plum Case as soon as procurement has been completed.

The total purchase price of the Plum case and associated accessories is $11,135.71. Carteret County has been advised that the State will award the County funds in this same amount should this be approved.

Copies of the MOA and equipment quotes are attached.

Thank you,
Stephen Rea
Emergency Services Director
Carteret County

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

4. Approval to Execute Permit from the North Carolina Department of Environmental Quality & Coastal Resources Commission in Support of the Wainwright Slough Dredging Project

Shore Protection Manager

Greg L. Rudolph
Tel: (252) 222.5835
Fax: (252) 222.5826
grudolph@carteretcountync.gov

carteret county Shore protection office
protectthebeach.com

Memorandum

To: Carteret County Board of Commissioners (CBOC)
From: Greg "rudi" Rudolph
Date: March 16, 2020
Re: Wainwright Slough – Approval to Execute Permit from the North Carolina Department of Environmental Quality & Coastal Resources Commission

The CBOC is respectfully requested to approve the attached Major Modification to CAMA Permit #29-17 associated with our efforts at the Wainwright Slough Navigation Channel.

The CBOC is aware of our 2017 dredging project at Wainwright Slough when for the sake of expediency; we were required stay within the U.S. Army Corps of Engineers authorized fixed-channel alignment. This provision prevented us from "following the deep water", which would have resulted in less dredging material excavated from the channel and would have kept the channel further away from the disposal site – Wainwright Island. The closer the channel is to the disposal site, the more likely any material eroding from the Island will find its way to shoal the channel. Thus as a proactive measure, in 2018 we started pursuing the concept of a dredging corridor whereby we could follow the deep water the next time channel depths reached unsafe levels. As a visual aid, the attached figure immediately below provides a depiction of both the fixed channel (red hashed line) and the dredging corridor (black hashed line). Of course this required significant federal and State regulatory coordination, and I'm pleased to report the final approval has been codified as a major modification to our existing permit (CAMA Permit #29-17), which requires the CBOC's approval and execution as attached.

Please note the CBOC is just being requested to approve the permit – any determinations related to actual dredging can be made at a later date (note: permit expires on December 31, 2022). This is a similar approach we have taken at Atlantic Harbor, East Taylors Creek, and the Old Ferry Channel – i.e., secure the permits first and prioritize construction later. We have also been utilizing the State's Shallow Draft Navigation Channel Dredging & Aquatic Weed Fund ("Shallow Draft Fund") in a similar manner – secure a 2/3 reimbursement grant for the permitting phase, and subsequently secure a separate 2/3 reimbursement grant for construction. For the Wainwright Slough permitting initiative, our NCDEQ Grant Contract is #7447 and includes a maximum total cost of $235,454 ($156,969 State and $78,485 County). However, our actual cost is going to be closer to $150,000 total, or $100,000 State and $50,000 County.

Thank you for considering this approval request and I'll be glad to answer any questions the CBOC may have either at your March 16th meeting or in the interim leading up to this date – please don't hesitate to call or email if needed in this latter regard.

Shore Protection Office • P.O. Box 4297 • Emerald Isle, North Carolina 28594
www . protect the beach . com

NORTH CAROLINA
Environmental Quality

ROY COOPER
Governor
MICHAEL S. REGAN
Secretary
BRAXTON C. DAVIS
Director

February 7, 2020

Carteret County Board of Commissioners
302 Courthouse Square
Beaufort NC 28516

The enclosed permit constitutes authorization under the Coastal Area Management Act, and where applicable, the State Dredge and Fill Law, for you to proceed with your project proposal. The original (buff-colored form) is retained by you and it must be available on site when the project is inspected for compliance. Please sign both the original and the copy and return the copy to this office in the enclosed envelope. Signing the permit and proceeding means you have waived your right of appeal described below.

If you object to the permit or any of the conditions, you may request a hearing pursuant to NCGS 113A-121.1 or 113-229. Your petition for a hearing must be filed in accordance with NCGS Chapter 150B with the Office of Administrative Hearings, 6714 Mail Service Center, Raleigh, NC 27611-6714, (919) 733-2698 within twenty (20) days of this decision on your permit. You should also be aware that another qualified party may submit an objection to the issuance of this permit within twenty (20) days.

The project plan is subject to those conditions appearing on the permit form. Otherwise, all work must be carried out in accordance with your application. Modifications, time extensions, and future maintenance requires additional approval. Please read your permit carefully prior to starting work and review all project plans, as approved. If you are having the work done by a contractor, it would be to your benefit to be sure that he fully understands all permit requirements.

From time to time, Department personnel will visit the project site. To facilitate this review, we request that you complete and mail the enclosed Notice Card just prior to work initiation. However, if questions arise concerning permit conditions, environmental safeguards, or problem areas, you may contact Department personnel at any time for assistance. By working in accordance with the permit, you will be helping to protect our vitally important coastal resources.

Sincerely,

Jonathan Howell
Major Permits Coordinator
N.C. Division of Coastal Management

Enclosure

North Carolina Department of Environmental Quality | Division of Coastal Management
Morehead City Office | 400 Commerce Avenue | Morehead City, North Carolina 28557
252.808.2808

Permit Class
MODIFICATION/MAJOR

Permit Number
29-17

STATE OF NORTH CAROLINA
Department of Environmental Quality
and
Coastal Resources Commission

Permit

for

X Major Development in an Area of Environmental Concern pursuant to NCGS 113A-118

X Excavation and/or filling pursuant to NCGS 113-229

Issued to **Carteret County Board of Commissioners, 302 Courthouse Square, Beaufort, NC 28516**

Authorizing development in Carteret County Wainwright Slough, at conflux of Pamlico and Core Sounds, as requested in the permittee's application dated 6/20/19 (MP-1) and 9/16/19 (MP-2), including the attached workplan drawings (5) Figures 1-5 all dated "Received MP Section MHD 10/2/19".

This permit, issued on **February 7, 2020**, is subject to compliance with the application (where consistent with the permit), all applicable regulations, special conditions and notes set forth below. Any violation of these terms may be subject to fines, imprisonment or civil action; or may cause the permit to be null and void.

Channel Realignment

1) In order to protect juvenile finfish resources and seasonal migrations of fish and protected species (i.e. sturgeon and sea turtles), no excavation or filling activities shall be permitted between April 1 and November 15 of any year without prior approval form the Division of Coastal Management and the U.S. Army Corps of Engineers, in consultation with appropriate resource agencies.

2) The excavation footprint shall be located entirely within the "dredge corridor", as depicted on the attached workplan titled "Figure 2 Wainwright Dredge Corridor – Plan".

3) Excavation shall not exceed -9' MLLW (excavation depth of -7 MLLW with a 2' overdredge allowance).

(See attached sheet for additional conditions)

This permit action may be appealed by the permittee or other qualified persons within twenty (20) days of the issuing date.

This permit must be accessible on-site to Department personnel when the project is inspected for compliance.

Any maintenance work or project modification not covered hereunder requires further Division approval.

All work must cease when the permit expires on

December 31, 2022

In issuing this permit, the State of North Carolina agrees that your project is consistent with the North Carolina Coastal Management Program.

Signed by the authority of the Secretary of DEQ and the Chair of the Coastal Resources Commission.

For Braxton C. Davis, Director
Division of Coastal Management

This permit and its conditions are hereby accepted.

Signature of Permittee

ADDITIONAL CONDITIONS

4) This major modification was issued based upon at determination that while the area to be excavated is immediately adjacent to areas containing actively growing submerged aquatic vegetation (SAV) beds, the area of proposed excavation would not directly impact actively growing SAV beds. During all authorized excavation events, the permittee shall implement all available precautions to ensure that damage to SAV beds does not occur. The permittee is further advised that Rules of the Coastal Resources Commission prohibit new dredging within SAV beds.

USACE Conditions

5) Best management practices identified as field marking the existing SAV population, wetland grasses, oyster reefs and any shell bottom locations at low-tide shall be implemented in order to prevent construction and dredging equipment from negatively impacting those resources.

6) Monitor all in-water line and materials regularly to ensure nothing has become entangled.

7) If lines or cables are used (e.g., to mark floating buoys or for turbidity curtains), in-water lines (rope, chain, and cable) must be stiff, taut, and non-looping. Examples of such lines are heavy metal chains or heavy cables that do not readily loop and tangle. Flexible in-water lines, such as nylon rope or any lines that could loop or tangle, must be enclosed in a plastic or rubber sleeve/tube to add rigidity and to prevent the line from looping or tangling. In all instances, no excess line is allowed in the water.

8) Cables or lines with loops used to move pipes will not be left in the water unattended.

9) Turbidity curtains will be used during dredging. Turbidity curtains will be made of material in which listed species cannot become entangled (i.e. reinforced impermeable polycarbonate vinyl fabric (PVC)), and shall be monitored to ensure listed species are not entangled or trapped in the action area. Turbidity curtains will be removed promptly when the work is complete and the water quality in the action area has returned to background conditions.

Bird Nesting Restoration

10) Unless specifically altered herein, the in-water disposal of dredge materials for the creation of bird nesting and foraging habitat shall be conducted in accordance with the attached permit drawings, and in a manner consistent with the procedures described in the attached project narrative dated "Revised October 2019".

11) This permit does not authorize the fill of any coastal wetlands.

General

12) This permit shall not be assigned, transferred, sold, or otherwise disposed of to a third party without the written approval of the Division of Coastal Management.

ADDITIONAL CONDITIONS

13) In order to satisfy concerns of the resource agencies and ensure compliance with the conditions of this Permit, and in order to ensure that each proposed excavation event follows the limits of the natural deep water channel, the permittee and his contractor shall schedule a pre-construction conference with the Division of Coastal Management, the U.S. Army Corps of Engineers, the National Marine Fisheries Service, the N.C. Wildlife Resources Commission, N.C. Division of Marine Fisheries and N.C. Division of Water Resources at least 30 days prior to the initiation of any dredging or mobilization activities. In order to facilitate these discussions a complete set of project plans including an updated SAV survey with current bathymetry and proposed channel alignment shall be provided to all listed agencies at the time of each request for a pre-construction conference.

14) This Major Modification shall be attached to the original Permit No. 29-17, which was issued to the permittee on 2/23/17, and copies of both documents must be readily available on site when Division personnel inspect the project for compliance.

15) All conditions and stipulations of the active permit remain in force, under this Major Modification, unless specifically altered herein.

NOTE: The U.S. Army Corps of Engineers assigned the proposed project COE Action Id. No. SAW-2016-01676 reissued 2/6/20.

NOTE: The Division of Water Resources assigned the proposed project DWR Project No. 2019-1032.

NOTE: A major modification application processing fee of $250 was received by DCM for this project

5. Approval of the Release of SRO Contingency Funding to Morehead City & Approval of Corresponding Budget Amendment: $32,100

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department

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

To: **Board of Commissioners**
From: **Dee Meshaw, Assistant County Manager**
Date: **March 16, 2020**
Subject: **SRO Funding Match Budget Amendment**

Attached for your consideration is a $32,100 budget amendment releasing SRO contingency funding to Morehead City. As you recall, the Commissioners funded SRO matches in contingency waiting for SRO State grants awards. Morehead City received one state grant; however, the Town hired three SROs for the three schools in town limits. The County set aside funding for a portion of two SROs positions. The Town is requesting the County release its matching funds for the two positions. Attached is an email from the Morehead City Town Manager and the necessary budget amendment to release the funds.

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Non Departmental

Date: 3/16/2020

Justification: Transfer Town of Morehead City SRO contingency funds to department

Fund		Description	Account Number	Increase	Decrease
General Fund	Expenditures	SRO (MHC)	110.50.5200.69909	32,100	
		SRO Contingency (MHC)	110.99.9900.90020		32,100
	Total Increase Expenditures			-	

Approval Chairman, Board of Commissioners _____

Date: _____

From: Ryan Eggleston
To: Dee Meshaw; Tommy Burns
Cc: Jewel Lawler
Subject: Re: SRO Funding FY20
Date: Tuesday, February 11, 2020 5:41:31 PM
Attachments: image002.png
image003.png
image004.png

Hi Tommy and Dee:

I just wanted to follow up on the note below. With the fact that only one grant was given to the whole county, and as the County has graciously agreed to allow that to go to Morehead, can you please confirm that the $16,050 County match for the one grant received from the state will be released by the County? Secondly, is there an opportunity to ask the County for release of the second officer County match as referenced below even though we did not receive the additional grant funding?

Sincerely,

Ryan

Ryan T. Eggleston, ICMA-CM
City Manager
Town of Morehead City
252.726.6848 ext. 110
www.moreheadcitync.org

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From: Dee Meshaw <deem@carteretcountync.gov>
Date: Monday, June 24, 2019 at 9:22 AM
To: Ryan Eggleston <Ryan.Eggleston@moreheadcitync.org>
Cc: Finance Lasater <Jewel.Lasater@moreheadcitync.org>
Subject: SRO Funding FY20

Good morning Ryan and Jewel,

I hope you had a good weekend. Monday, June 17, the Board of Commissioners adopted it FY20 budget. The budget includes 2 SRO position matching funds. The Board funded $16,050 for each position, and release of the funding is contingent upon the State funding the SRO grants. In addition, the Board approved the same funding for the Webb Library, $53,075. Please let me know if you need any additional information.

Thanks
Dee

Dee Meshaw, CPA
Assistant County Manager
Carteret County Finance Department
302 Courthouse Square
Beaufort, NC 28516

252-728-8410
deem@carteretcountync.gov

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6. Approval to Reclassify the Environmental Health Specialist Intern to a Registered Environmental Health Specialist *"In-Work Against Certification Status"*

CARTERET COUNTY HUMAN RESOURCES DEPARTMENT

Jaime Long
Director of Human Resources

Tel: (252) 728.8454
Fax: (252) 728-5845
jaime.long @carteretcountync.gov

MEMORANDUM

TO:	Board of Commissioners
FROM:	Jaime Long, Human Resources Director
RE:	Position Reclassification Request
DATE:	March 16, 2020

This memorandum is to request approval to reclassify the Environmental Health Specialist ("EHS") intern to a Registered Environmental Health Specialist ("REHS") *in work against status*. This *in work against status* structure would have a novice EHS employee start at the REHS minimum rate with a condition that would include that they acquire the Registered EHS certification within a two-year period. The REHS is a grade 68 with a minimum salary of $41,841.09.

For the EHS position, there continues to be higher attrition rates within the department due to State imposed regulations of specific education requirements and long training periods before the intern becomes a Registered Environmental Health Specialist (REHS). Changes are needed to recruit new REHS employees with and without experience.

A survey was conducted by the HR Department. Surrounding County Environmental Health salaries for the most part have increased since our last review. The County continues to receive rejections from experienced REHS candidates due to salary and has difficulty recruiting and retaining new EHS employees due to the education and training requirements mandated by the State.

In order to not cause inequity with the current staff of Environmental Health, HR recommends a 3% increase to the salaries of the current REHS and Program Managers. These salaries would reflect a comparable market to the surrounding counties. Also, in order for this structure to be successful in retaining staff, the merit system will need to continue to increase pay in the future to keep salaries competitive with the market.

Please do not hesitate to contact me if there are questions.

Jaime Long
Human Resources Director

7. Approval of Library Budget Amendment Transferring Contingency Funding: $37,300

CARTERET COUNTY FINANCE

Denise H. Meshaw, CPA
Assistant County Manager
Finance Department

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

To: **Board of Commissioners**
From: **Dee Meshaw, Assistant County Manager**
Date: **March 16, 2020**
Subject: **Library Budget Amendment**

Attached for your consideration is a $37,300 budget amendment transferring contingency funding to the County Library Department. This transfer is needed to pay the new director through June 30, 2020 for the county library transition from the regional system. Approval of the attached budget amendment is recommended.

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Library

Date: 3/16/2020

Justification: Transfer contingency funds for library expenses

Fund		Description	Account Number	Increase	Decrease
General Fund	Expenditures	Contingency	110.99.9900.90000		37,300
		Salaries	110.80.6110.12100	25,780	
		Part time	110.80.6110.12600	1,000	
		Fica	110.80.6110.18100	1,970	
		Retirement	110.80.6110.18200	2,200	
		401K	110.80.6110.18700	1,300	
		Health Insurance	110.80.6110.18300	3,050	
		Supplies	110.80.6110.20000	2,000	
	Total Increase Expenditures			37,300	37,300

Approval Chairman, Board of Commissioners _____

Date: _____

8. Approval of Budget Amendment in Support of the Cherry Point Regional Joint Land Use Study: $49,500

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: February 6, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager
RE: CPR JLUS Implementation Project - Budget Amendment

In 2018, Carteret County was awarded a $49,500 grant from the US DOD Office of Economic Adjustment to implement several projects that were identified in the Cherry Point Regional Joint Land Use Study. With that said, the funds were recently received and the project is underway. The attached budget amendment is necessary to move forward with payment to the contractor for the project.

Please let me know if you have any questions

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Planning

Date: 3/16/2020

Justification: To appropriate federal grant funding for Joint Land Use study

Fund		Description	Account Number	Increase
General Fund	Revenues	Joint Land Use Study Grant	110.40.3491.302	49,500
	Total Increase in Revenues			49,500
General Fund		Joint Land Use Study	110.40.4910.69905	49,500
	Total Increase Expenditures			49,500

Approval Chairman, Board of Commissioners _____

Date:

9. Approval of Resolution of Appreciation in Honor of Retiring Judge John E. Nobles, Jr.

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

County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

RESOLUTION HONORING RETIRING JUDGE
JOHN E. NOBLES, JR.

WHEREAS, Judge John E. Nobles, Jr. has served as a Superior Court Judge for Judicial District 3B of the Second Division of the Superior Court, serving Carteret, Craven and Pamlico Counties since his initial appointment in 2005; and

WHEREAS, Judge Nobles prepared for his duties and responsibilities with the Superior Court through his diligent undergraduate studies at the University of North Carolina at Chapel Hill and receipt of his Juris Doctor Degree from Wake Forest University; and

WHEREAS, Judge Nobles has been a dedicated public servant, serving the people of Carteret, Craven and Pamlico Counties with honor and distinction; and

WHEREAS, Judge Nobles performed his judicial role with compassion, dedication, wisdom, integrity, and respect for the law throughout his tenure; and

WHEREAS, Judge Nobles will bring his judicial labors to a close on March 31, 2020, after 15 years of service; and

WHEREAS, the Carteret County Board of Commissioners in cooperation with the Clerk of Superior Court, has determined that the portrait of Judge John E. Nobles, Jr. should be hung in Superior Courtroom 1 of the Carteret County Courthouse in conformity with the hanging of portraits of previous judges; and

NOW, THEREFORE, BE IT RESOLVED, that the Carteret County Board of Commissioners, in recognition and appreciation of Judge Nobles' many contributions to the community and to the legal profession, resolve that this Resolution be spread upon the minutes of the Carteret County Board of Commissioners in testimony thereof and that a copy hereof be presented to Judge John E. Nobles, Jr.; and

BE IT FURTHER RESOLVED, that the Carteret County Board of Commissioners, wishes Judge Nobles a long, happy and rewarding retirement.

ADOPTED this the 16th day of March 2020.

_____
Bill Smith, Chairman

ATTEST

_____
Rachel Hammer
Clerk to Commissioners

10. Approval to Hire a Commercial Appraiser for the Real Estate Division of the Tax Office

Sarah T. Davis
Tax Administrator

MEMORANDUM

TO: Board of Commissioners

FROM: Sarah Davis, Tax Administrator

SUBJECT: Budget Request – Commercial Appraiser

DATE: February 26, 2020

I would like to hire a Commercial Appraiser to join the Real Estate Division of the Tax Office.

The tax office is beginning their preparations for the 2024 Revaluation and in doing so has found there is a need for a commercial appraiser on the revaluation team.
We are planning to complete a full list and measure of all 61,000 real estate parcels and of those 61,000 real estate parcels about 10% are commercial properties.

Commercial real estate is valued using different valuation methods than residential properties and often requires more appraisal knowledge to reach an appropriate value. Also, valuing commercial property is often more complex and requires more data analysis than used in valuing residential properties.

I recommend approving this position with a salary grade of 66 and starting salary of $45,750. I am requesting this position be approved prior to the new budget being finalized so we can begin the job posting and interviewing process and have this employee ready to onboard and join our team once the budget is approved.

COMMERCIAL PROPERTY APPRAISER

General Statement of Duties

Performs complex and skilled technical work appraising, assessing and reassessing commercial and industrial real property for tax purposes, conducting field investigations, assisting citizens with real property appraisal and tax matters.

Distinguishing Features of the Class

An employee in this class is responsible for performing the revaluation and appraisal of commercial and industrial real estate and related property for tax purposes. The employee appraises new construction and establishes values. Work involves heavy public contact and may involve controversial and appealable decisions. Work is performed under general supervision of the Tax Administrator and evaluated through conferences, quality of work, review of records and documents and feedback from citizens.

Duties and Responsibilities

Essential Job Functions

- Measures and lists new commercial and industrial building improvements and alterations to existing commercial and industrial building improvements for property tax purposes
- Visits commercial and industrial properties to collect physical and economic characteristics of property in order to analyze their potential income, expenses, sales and cost to determine real estate values for property tax purposes
- Analyzes data including replacement costs, comparable sales and income potential to determine property values.
- Communicates with property managers, realtors and developers to establish equitable market values
- Provides customer service to professionals and general public; provides property values and responds to tax inquiries and concerns; schedules site visits and reviews as requested; advises taxpayers of their right to appeal.
- Reviews and works with taxpayers to reach a resolution and defends tax appraisals before Board of Equalization and Review and state Property Tax Commission
- Performs appraisal duties in association with 4 year revaluation cycle
- Uses GIS and other technological systems to assist with appraisal activities.
- Visits properties damaged by man-made and natural causes and assigns adjustments to value in accordance with the General Statutes.
- Reviews, verifies, and updates parcel information.
- Keeps abreast of local property trends of modern appraisal methods and techniques.
- Compiles data and conducts sampling and statistical projections of property values and for other special projects

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

- Considerable knowledge in preparing a variety of correspondence and complex reports.
- Considerable knowledge of current construction costs and materials, current property values and future real estate and property issues.
- Considerable knowledge of the application of information technology to property appraisal and revaluation.
- Thorough knowledge of the North Carolina Machinery Act and other laws governing the administration of tax on real estate and related property.
- Thorough knowledge of the procedures and standards for appraising residential, commercial, and industrial properties.
- Thorough knowledge in the use of standard office equipment and other related equipment.
- General knowledge of the geographic layout of the County.
- General knowledge of the tax listing procedures.
- General knowledge of supervisory principles and practices.
- Ability to read and interpret land descriptions and tax maps; to sketch construction projects; to use various types of maps.
- Ability to make computations accurately based on fair market value and the available data base.
- Ability to make arithmetic computations using whole numbers, fractions and decimals.
- Ability to apply the General Statutes to statistical computations.
- Ability to apply the Income Approach to property valuation.
- Ability to apply Market Data Approach to property valuation.
- Ability to apply Cost Approach to property valuation.
- Ability to understand and use various computer applications in the appraisal process and in the data base applications.
- Ability to coordinate and work effectively in appeals and controversial tax evaluation situations.
- Ability to establish and maintain effective working relationships with peers, supervisors, employees in other County departments and the general public.

Physical Requirements

- Work requires the exertion of up to 25 pounds of force occasionally and a negligible amount of force constantly to move objects.
- Work requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, and fingering.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to receive detailed information through oral communications and/or to make fine distinctions in sound.
- Work requires visual acuity for close vision, distance vision, ability to adjust focus, depth perception and peripheral vision.

- Visual acuity is required for preparing and analyzing written or computer data, use of measuring devices, operating machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- Worker is subject to outside environmental conditions.
- Work is performed in a moderate noise environment (e.g. business office with typewriters and/or computer printers, light traffic).

Desirable Education and Experience

Four Year Bachelor's Degree and at least 5 years' experience in real estate, tax evaluation, or business administration dealing with real property; or an equivalent combination of education and experience.

Special Requirements

Possession of a valid North Carolina driver's license upon hire.
Possession of Real Property Appraiser Certification from the N.C. Dept. of Revenue within one year of employment.

Carteret County
2014

Special Note: This generic class description gives an overview of the job class, its essential job functions, and recommended job requirements. However, for each individual position assigned to this class, there is available a completed job questionnaire with a physical abilities checklist which can give further details about that one specific position. Those documents should be reviewed before initiating a selection process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions.

11. Approval to Apply for a $10,000 Grant from the Carolina East Foundation in Support of the Hepatitis C Program

CARTERET COUNTY DEPARTMENT OF HUMAN SERVICES

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

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

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

TO: Carteret County Board of Commissioners
Carteret County Consolidated Human Services Board

FROM: Stephanie Cannon, Health Director

SUBJECT: Request to apply for Carolina East Foundation funding

DATE: March 16, 2020

The Health Department would like to request approval to apply for Carolina East Foundation funding. If approval is granted, the Health Department would request $10,000. If awarded, funds would be used to assist uninsured patients with lab costs accrued through the Hepatitis C program at the Health Department.

Since June 2018, the Health Department has provided Hepatitis C treatment to uninsured and Medicaid patients. While the Health Department has partnered with several pharmacies to cover the cost of the medications for uninsured patients, uninsured patients are still required to pay for the required labs and office visits*. For the past year and a half, the Health Department has received funding from the state to offset the costs of labs/office visits for uninsured patients. However, at this point, we have expended all state funding allotted for this program and have been made aware there is not any future funding available.

This funding does not require a county match and the program will continue when the funding is spent.

Medicaid pays for the medication, labs, and office visits for their beneficiaries.

Department of Social Services — 210 Craven Street • PO Box 779 • Beaufort, NC 28516
Tel (252) 728-3181 / Main Fax (252) 648-7462 / Legal Unit Fax (252) 648-7463
Public Health Department — 3820-A Bridges Street • Morehead City, NC 28557
Tel (252) 728-8550 / Fax (252) 222-7739

12. Approval of Extension of the Farmers' Market Contract

AGREEMENT

This Agreement (the "Agreement') is made this ____ day of March in the year 2020, by and between Carteret County ("the County") and Olde Beaufort Farmer's Market ("Olde Beaufort") for Olde Beaufort to use the property in and around the Carteret County Courthouse that is owned by the County, including, but not limited to use of the semi-circular parking lot ("the Property"), for the 2020 market season, which will take place every Saturday from April 11, 2020 until November 21, 2020, as well as the Holiday Market that will take place on December 19, 2020. Use of the Property during this time will occur from 6:30 am until 3:00 pm on each day a market is held.

Olde Beaufort will run the market professionally and maintain the neat and clean appearance of the grounds during each farmer's market. Olde Beaufort is accepting the property as is, where is, with all defects. Olde Beaufort has no ownership in the Property.

Olde Beaufort agrees that it will clean up and remove from the Property any and all trash and debris created by the operation of its farmer's markets. This shall include, but not be limited to, emptying the outdoor trash cans on the Property that are used by the vendors of, and the visitors to, the markets at the conclusion of each market.

Olde Beaufort agrees to pay the County the sum of ten dollars ($10.00) for use of electricity each time a farmer's market is held during 2020 market season. This payment does not constitute rent.

Olde Beaufort shall provide and maintain, during the life of the Agreement, a Comprehensive Commercial General Liability Insurance Policy with no less than a combined single limit of $1,000,000.00. The County shall be named as an additional insured on Olde Beaufort's Comprehensive Commercial General Liability Insurance Policy. The County shall specifically be considered the "insured" under the language of the above-referenced insurance policy. The insurance policy (where the County is to be named as an additional insured and considered the "insured" under the language of the policy) shall be primary and non-contributory. Olde Beaufort's failure to comply with the terms of this Section constitutes a breach of this Agreement.

Old Beaufort will adhere to all applicable state, local and federal rules and regulations.

To the fullest extent permitted by law, Olde Beaufort Farmer's Market shall defend, indemnify and hold harmless Carteret County and their respective officers, directors, shareholders, agents, members, managers and employees (collectively, the "Indemnitees") from and against any damage, injury, loss, liability or expense (including, but not limited to, attorney and expert witness fees and other costs of litigation) incurred by any of the Indemnitees as a direct or indirect result of willful misconduct, or Olde Beaufort Farmer's Market's negligent operation of the farmer's market(s). However, Olde Beaufort Farmer's Market shall not be obligated to indemnify any Indemnitee for or hold any Indemnitee harmless from any portion of the damage, injury, loss, liability or expense incurred by the Indemnitee to the extent that such damage, injury, loss, liability or expense results from the negligence or willful misconduct of such Indemnitee.

If either party breaches its obligations under this Agreement, the non-breaching party shall give the breaching party written notice of such breach, and the opportunity to cure such breach for a period of fifteen (15) business days after delivery of written notice of breach. For the County, written notice shall be provided to Tommy Burns, Carteret County Manager. For Olde Beaufort, written notice shall be provided to Cindy Bunch, Executive Market Manager.

This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina without regard to conflict of laws provisions thereof.

The partial or complete invalidity of any one or more provisions of this Agreement shall not affect the validity or continuing force and effect of any other provisions.

The failure of either party to insist, in any one or more instances, upon the performance of any of the terms, covenants or conditions of this Agreement or to exercise any of its rights, shall not be construed as a waiver or relinquishment of term, covenant, condition or right with respect to further performance.

The parties expressly agree that this Agreement was jointly drafted, and that they both had opportunity to negotiate its terms and to obtain the assistance of counsel in reviewing its terms prior to execution. Therefore, this Agreement shall be construed neither against nor in favor of either party, but shall be construed in a neutral manner.

IN WITNESS HEREOF, the parties hereto have caused this Agreement to be executed.

_____

Tommy Burns, Carteret County Manager

Date: _____

_____

Cindy Bunch, Executive Market Manager

Date: _____

13. Approval of Proclamation Designating the Month of April 2020 as North Carolina 811 Safe Digging Month

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

County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

PROCLAMATION
DESIGNATING THE MONTH OF APRIL 2020 AS
NORTH CAROLINA 811 SAFE DIGGING MONTH

WHEREAS, as utility owners, excavators, designers, and homeowners work to keep pace with North Carolina's economic development, it is important to minimize damages to underground utility lines, danger to workers and the general public, environmental impact, and loss of utility services to the citizens of North Carolina; and

WHEREAS, North Carolina 811, a utility service notification center and leader in education celebrates its 42nd year of continuous service to the State, is key to preventing injuries and damages when excavating; and

WHEREAS, this unique service provides easy, one-call notification about construction and excavation projects that may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

WHEREAS, this vital service, which began in 1978 serves the citizens of North Carolina from the mountains to the coast, educates stakeholders about the need for excavation safety whether the project is as small as planting a tree to designing and beginning construction on a new interstate; and

WHEREAS, in 2019, the North Carolina one call system received 2.2 million notification requests and transmitted over 12.2 million requests, providing protection to utility companies infrastructure, their employees, excavators, and customers;

NOW, THEREFORE, BE IT RESOLVED, that the Carteret County Board of Commissioners have designated the month of April 2020 as "North Carolina 811 Safe Digging Month" to encourage all excavators and homeowners of Carteret County to contact 8-1-1 either by dialing 8-1-1 or contacting NC811 via the webpage of NC811.org at least three working days prior to digging in order to "Know What's Below," avoid injury, protect the environment, prevent millions of dollars in damages and to remind excavators that three working days' notice is the law; more information may be obtained by visiting www.nc811.org.

ADOPTED, this the 16th day of March 2020.

_____
Bill Smith, Chairman
Carteret County Board of Commissioners

Attest:

_____
Rachel Hammer, Clerk to the Board

14. Approval of the 2019 CDBG-NR Program Compliance Plans and Policies

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: March 2, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager
RE: Approval of the 2019 CDBG-NR Program Compliance Plans and Policies

- Carteret County has received a $750,000 2019 CDBG-NR Grant from the NC Department of Commerce Rural Economic Development Division (REDD) to provide housing replacement assistance initially to four low-moderate income homeowners in Carteret County.

- The County has accepted and budgeted the grant funding. The Board needs to adopt the Program Compliance Plans and Policies for the program to address requirements of the funding agency and to make management and execution of the program more efficient by County Staff.

- Attached is a copy of the recommended Program Compliance Plans and Policies for the Board's consideration. The Board can adopt as presented or make revisions as desired. Staff recommends the Board approve the 2019 CDBG-NR Program Compliance Plans and Policies.

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

15. Approval of Designation of Agent for DR-4393 (Hurricane Florence) Hazard Mitigation Grant Program

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: March 2, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager
RE: Designation of Applicant's Agent for DR-4393 (Hurricane Florence) Hazard Mitigation Grant Program

- In February 2019, Carteret County acted as sub-applicant for the entire County and submitted a letter of interest for DR-4393 (Hurricane Florence) HMGP funding to elevate single-family dwellings throughout Carteret County.

- As a part of the application, it is required that the County designate who will serve the role of the primary and secondary agent.

- Staff expects to receive an award letter for DR-4393 (Hurricane Florence) HMGP funding in the near future and this designation is required as a part of the application to FEMA and the State of North Carolina.

- Attached is a copy of the Designation of Applicant's Agent form assigning the primary and secondary agent. Staff recommends the Board approve the resolution assigning the primary and secondary agent as indicated on the attached form.

APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.

3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.

4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.

5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.

6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.

7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.

8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.

9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.

10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.

11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.

14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.

15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.

16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.

17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.

18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.

19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.

20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.

21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.

23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.

24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

16. Approval of Reclassification of Administrative Roles

MEMORANDUM

TO: Board of Commissioners
FROM: Jaime Long, Human Resources Director
RE: Classification of Administrative Roles
DATE: March 16, 2020

This memorandum is to request a reclassification of the County's administrative roles. Over time, the County has realized the work completed in many of the administrative functions within the Departments no longer match the County's current position titles and duties. In an effort to rectify this, Human Resources has reviewed Position Analysis Questionnaires (PAQ's) completed by the administrative staff across the County and we divided the roles into position groups based on the core competencies described in each questionnaire. Each position group was then assigned a grade and range based on these qualifications.

The results of this study concluded the need for eight core categories of administrative positions (6 administrative and 2 finance classifications), which encompass the duties of each individual position. Attached for your consideration are the duties and functions of each administrative category.

Being that staff in these administrative roles are vital in the success of each County department, we would like to request approval of the County's current administrative positions to be classified within the attached list of categories (Attachment A). This should also assist the County in retaining employees and recruiting new employees within the correct job classification of duties.

Please do not hesitate to contact me if there are questions. Thank you for the consideration of our request.

ADMINISTRATIVE LEVEL I
(Grade 59: Salary Minimum- $24,765.67)

Performs basic administrative support work greeting, assisting and directing visitors; answering telephone; providing general information; typing documents; preparing and maintaining files and records. Job duties include:

- Answers telephone and routes calls to appropriate parties.
- Greets visitors and provides general information or check in procedures.
- Assists public with completion of standard records or documents.
- Data entry and document preparation.
- Maintains files.
- Receives citizen inquiries or complaints.
- Receives, sorts, processes and distributes incoming and outgoing mail.
- Work is performed under direct supervision of a supervisor in the assigned department.
- Requires high school diploma or equivalent and less than one year working in an office environment; or equivalent.

ADMINISTRATIVE LEVEL II
(Grade 60: Salary Minimum- $26,251.62)

Performs intermediate administrative support work assisting and directing visitors; screening applications for service; and processing of payments. Job duties include:

- Answers telephone and routes calls to appropriate parties; often handles inquiries independently.
- Greets visitors and schedules appointments for clients.
- Screens citizens for service eligibility and explains benefits.
- Operates departmental electronic record system.
- Reviews applications and issues permits, licenses, and vouchers.
- Collects fees and processes payments.
- Prepare and scan paperwork for electronic filing.
- May process data or timesheets for assigned department.
- Work is performed under direct supervision of a supervisor in the assigned department.
- Requires high school diploma or equivalent and less than one year working in an office environment; or equivalent.

ADMINISTRATIVE LEVEL III
(Grade 63: Salary Minimum- $31,266.09)

Performs intermediate, skilled administrative work providing administrative and technical support to department staff. Job duties include:

- Procurement card purchasing and allocation to the appropriate budget line; purchase orders; travel reimbursement for department.
- Payment collection and processing; reconciliation of payments.
- Prepares and maintains a variety of office files, accounts and other records.
- Reconciles invoices and facilitates payment of bills.
- Handles sensitive and confidential information.
- Compiles information and prepares documents and reports.
- Processes forms or applications and enters data into computer system with limited oversight.
- May answer telephone for department and route calls as necessary.
- May assist with scheduling of department personnel.
- May assist with budget process.
- Work is performed under the general supervision of a supervisor in the assigned department.
- Requires high school diploma or equivalent and one to three years of experience working within an office environment; or equivalent.

ADMINISTRATIVE SUPERVISOR
(Grade 65: Salary Minimum-$35,130.58)

Performs difficult, skilled administrative support work providing supervision and accountability of a unit within a department. Provides oversight to a diverse range of support activities for assigned clerical staff. Job duties include:

- Oversees reception, public relations, and other departmental transactions of the department.
- Supervises subordinate employees engaged in customer service and clerical duties.
- Interprets policies, procedures, laws and regulations within assigned department.
- Responds to complaints or escalated inquiries.
- Makes decisions on operational problems within unit.
- Develops and/or revises work procedures and methods, including necessary forms design; trains employees in work procedures.
- May be responsible for leading a program or unit within a department.
- Work is performed under the general supervision of a supervisor in the assigned department.
- Requires high school diploma or equivalent and one to three years of experience in a supervisory role within an office environment; or equivalent.

ADMINISTRATIVE LEVEL IV
(Grade 66- Salary Minimum $37,238.42)

Provides difficult, skilled administrative support to Department Head, Director, or Deputy Director of the department. Job duties include:

- Schedules and maintains appointment calendar.
- Produces department correspondence such as memos, letters, emails, faxes, and forms.
- Receives visitors and telephone calls and makes appropriate disposition of inquiries which involve interpretation of departmental or institutional policies and programs.
- Works with vendors to purchase equipment and supplies.
- Enters data in to computer system and compiles reports.
- Ensures compliance with State and Federal regulations.
- Prepares and completes daily bank deposit.
- Resolves issues with the public and/or service partners.
- Audits financial transactions within department's scope of work.
- May supervise one to three subordinates within the department.
- Work is performed under the limited supervision of the Department Head, Director, or Deputy Director of the department.
- Requires Associate's degree in Business Administration or related field and one to three years of experience working in an office environment; or equivalent.

ADMINISTRATIVE LEVEL V
(Grade 69- Salary Minimum $44,351.55)

Provides complex, skilled administrative work with primary responsibility for planning and directing the department's internal operations under the direction and thorough delegation of the Director or Department Head. Job duties include:

- Directs and coordinates the annual budget proposal under the direction of the Department Head or Director.
- Manages assigned departmental budget and monitors expenditures and revenue.
- Processes accounts payable and requests requisitions.
- Prepares financial statements, compiles fiscal information.
- Assists with division's long and short range planning.
- Responsible for grant management and contracts.
- Secures information for use of higher-level officials in preparing speeches, articles, and reports, or marketing content.
- Interacts with persons of importance and influence using considerable tact and discretion.
- Work is performed under the limited supervision of the Department Head or Director.
- Requires Bachelor's degree in Business Administration or a related field and one to three years management experience; or equivalent.

Attachment A

FINANCE LEVEL I
(Grade 63-Salary Minimum $31,266.09)

Performs intermediate, skilled administrative work involving the preparation and maintenance of financial records. Job duties include:

- Approves and enters payments to various clients or vendors and verifies accuracy.
- Prepares and maintains financial files and records and reviews reports.
- Receives and processes travel requests for assigned departments.
- Monitors billing statements and completes corrections, as necessary.
- Receives and balances revenue received.
- Performs, scanning, filing, printing and mailing correspondence, such as, but not limited to accounts payable checks, occupancy tax, and water bills.
- Answers telephone; receives and responds to customer inquiries or complaints and other collectibles in person or via telephone.
- Work is performed under the regular supervision of a unit supervisor.
- Requires high school diploma or equivalent and one to three years of experience in a bookkeeping or accounting environment; or equivalent.

FINANCE LEVEL II
(Grade 65-Salary Minimum $35,130.58)

Performs difficult, skilled administrative support work preparing and assisting with the maintenance of financial records, entering and verifying data, and preparing reports. Completes duties assigned to Finance Level I position in addition to the job duties below:

- Processes accounts payable and maintains associated records.
- Prepares variety of monthly, quarterly, and annual reports.
- Processes check requests and may make daily bank deposits.
- Analyzes, audits and researches outstanding items, such as financial statements.
- Processes requisitions for purchase orders for multiple divisions.
- Work is performed under the limited supervision of a unit supervisor.
- Requires Associate's degree in Business Administration, Finance, or a related field and one to three years of experience in a fiscal or accounting environment; or equivalent.

17. Approval of Resolution Awarding Badge & Service Sidearm to Retiring Detective Lieutenant Michael Panzarella

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

County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

RESOLUTION
AWARDING BADGE AND SERVICE SIDEARM TO RETIRING DEPUTY SHERIFF, DETECTIVE LT. MICHAEL PANZARELLA

WHEREAS, Detective Lt. Michael Panzarella has accumulated 30 years of creditable law enforcement service and has served 21 years as a deputy sheriff with the Carteret County Sheriff's Office; and

WHEREAS, Detective Lt. Michael Panzarella has dedicated his life and career to law enforcement and public service in Carteret County; and

WHEREAS, NCGS 20-187.2 provides that retiring members of County law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the County; and

WHEREAS, NCGS 20-187.2 further provides that the governing body of the County may, at its discretion, award to a retiring member the service sidearm of such retiring member; and

WHEREAS, in accordance with NCGS 20-187.2 the attached permit has been issued on the following weapon: Smith & Wesson Shield 40 caliber, *Serial #HWP5432* and this weapon is officially declared as surplus.

NOW, THEREFORE, BE IT RESOLVED by the Carteret County Board of Commissioners that, in accordance with the provisions of NCGS 20-187.2, that the badge and above referenced service sidearm of Detective Lt. Michael Panzarella be transferred to him in honor of his retirement from the Carteret County Sheriff's Office.

ADOPTED, this the 16th day of March 2020.

_____
William Smith, Chairman
Carteret County Board of Commissioners

_____
Rachel Hammer
Clerk to the Board of Commissioners

PERMIT TO PURCHASE/RECEIVE A HANDGUN

State of North Carolina

CARTERET County Permit Number C4FLNRPZK-1

I, SHERIFF ASA B. BUCK, III, Sheriff of said County, do hereby certify that I have conducted a criminal background check of the applicant, MICHAEL ANTHONY PANZARELLA, whose place of residence is 126 RUSSELL RD in NEWPORT (or) in Township, CARTERET County, North Carolina, and have received no information to indicate that it would be a violation of State or federal law for the applicant to purchase, transfer, receive, or possess a handgun. The applicant has further satisfied me as to his, her (or) their good moral character. Therefore, a permit is issued to MICHAEL ANTHONY PANZARELLA to purchase one pistol from any person, firm or corporation authorized to dispose of the same.

This permit expires five years from its date of issuance listed below.

Issued this the 5TH day of MARCH, 20 20.

Expires the 5TH day of MARCH, 20 25.

Asa B. Buck III

Sheriff of CARTERET County

§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city and county law-enforcement agencies; weapons of active members.

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city and county law-enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law-enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law-enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law-enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law-enforcement officers, the head of the department.

(b) Active members of North Carolina State law-enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b).)

18. Approval of Contract with East Carolina Builders for the Watershed Protection Project in the Amount of $255,000, Authority for the County Manager to Execute the Contract & Approval to Enter into the Corresponding Contract with the N.C. Department of Agriculture & Consumer Services, Division of Soil & Water Conservation for the Project and Authority for County Manager to Execute the Contract

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: March 5, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager
RE: Emergency Watershed Protection Project – Bid Award

The US Department of Agriculture and the State of North Carolina awarded Carteret County two grants for an Emergency Watershed Protection Stream Clearing Project. Staff subsequently produced and posted a Request for Proposal and received two bids for the project. East Carolina Builders was the lower cost proposal with an amount of $255,000.00. Please see the attached proposal.

PROPOSAL AND CONTRACT
<<Submit two copies of this page with your bid>>
Emergency Watershed Protection -- Stream Clearing

The undersigned, as bidder, proposes and agrees if this proposal is accepted to contract with the County of Carteret for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of the County of Carteret for the sum of:

BASE BID: _____ Dollars $ 255,000.00

Respectively submitted this 31st day of December 20 19

East Carolina Builders
(Contractor)

Federal ID#: 56-1575895

Witness: Shawn Boyd
(Proprietorship or Partnership)

Attest: (corporation)

(Corporate Seal)

By: William P Boyd III / William P Boyd III License #: 24254

Title: Corporate Secretary
(Corporation Secretary./Ass't Secretary.)

By: William Boyd II

Title: President
(Owner, partner, corp. Pres. Or Vice President)

Address: PO Box 1500 Newport NC 28570

Email Address: ecbinc@centurylink.net

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this Contract to be executed by their duly authorized office or agent.

COUNTY OF CARTERET

(Seal)

County Manager

Printed Name

Steve Troxler
Commissioner

North Carolina Department of Agriculture
and Consumer Services

N. David Smith
Chief Deputy Commissioner

February 28, 2020

Mr.Todd Kelly
Carteret County
303 College Circle
Morehead City, NC 28557

NOTIFICATION OF FUNDING OFFER

Dear Mr. Kelly

On behalf of Commissioner Steve Troxler and the North Carolina Department of Agriculture and Consumer Services – Division of Soil & Water Conservation, I am pleased to inform you that $133,006.00 for your project, Watershed Restoration Project, was approved under the Hurricane Florence Emergency Response Act.

Two original contract packets must be completed and returned to the NCDA&CS, making sure that the contracts and certain forms have been signed, dated, and witnessed, as applicable, before they are returned to the address provided below. By completing these documents, you are agreeing to the specific stipulations, the general terms and conditions and specific reporting requirements. Please return the two completed packets to:

Heather Reichert
NC Department of Agriculture & Consumer Services, Division of Soil & Water Conservation
1614 Mail Service Center
Raleigh, NC 27699-1614

All authorized representative signatures must be in blue ink. Use the Contract Check Off List to ensure all attachments are included and are in the correct order for each contract packet.

One fully executed, original contract will be returned to you for your records. If you have any questions about your contract or any of the forms contained in your offer packet, please call Heather Reichert at 919-707-3768, or feel free to send an email to Heather.Reichert@ncagr.gov.

I would like to take this opportunity to thank you for participating in the Watershed Restoration Project for restoring drainage and securing streambanks following recent storms.

Sincerely,

N David Smith
Chief Deputy Commissioner

Enclosures
cc: Tara Tyson, Grants Administrator

Email: David.Smith@ncagr.gov
1001 Mail Service Center, Raleigh, North Carolina, 27699-1001
(919) 707-3033 • Fax (919) 715-0026
An Equal Opportunity Affirmative Action Employer

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

19. Approval of Contract with Sunland Builders, Inc. in the Amount of $565,000 for the Hibbs Acres Subdivision Road Repairs, Approval for County Manager to Execute the Contract & Approval of Corresponding Budget Amendment: $565,000

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: March 5, 2020
TO: Carteret County Board of Commissioners
CC: Tommy Burns, County Manager
FROM: Eugene Foxworth, Assistant County Manager
RE: Hibbs Acres Road Assessment – Bid Award

As you are aware, Carteret County is undertaking a road assessment for the streets within the Hibbs Acres Subdivision. Staff subsequently produced and posted a Request for Proposal and received two bids for the project. Sunland Construction was the lower cost proposal with an amount of $565,000.00. Please see the attached proposal.

PROPOSAL AND CONTRACT

<<Submit two copies of this page with your bid>>
Reconstruction of Hibbs Acres Subdivision Streets

see attached proposal

The undersigned, as bidder, proposes and agrees if this proposal is accepted to contract with the County of Carteret for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of the County of Carteret for the sum of:

BASE BID: ~~Seven hundred and twenty-five thousand + %~~ **Dollars $** ~~725,000~~ **

ALTERNATE #1: N/A – SEE * **Dollars $**

Respectively submitted this 13th **day of** September **20**19

Sunland Builders Inc
(Contractor)

Federal ID#: 56-1594467 **By:** [signature]

Witness: **Title:** Vice President
(Owner, partner, corp. Pres. Or Vice President)

(Proprietorship or Partnership) **Address:** 4846 A Hwy 24 E. Newport, NC 28570

Attest: (corporation) **Email Address:** Sunland2504@yahoo.com

(Corporate Seal)

By: [signature] **License #:** 24641

Title: Corporate Secretary
(Corporation Secretary/Ass't Secretary)

* Undercut, backfill of unsuitable soils w/ GEOGRID @ $35/cy

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this Contract to be executed by their duly authorized office or agent.

COUNTY OF CARTERET

County Manager

(Seal)

Printed Name

Sunland Builders, Inc.
4846-A HWY 24 EAST P.O. BOX 1436 SWANSBORO, NC 28584
P 252-393-2504 F 252-393-7070 ANNEX 252-764-2829

CONTRACT PROPOSAL
(REVISED)

March 10, 2020

Mr. Ethan Brogden
Carteret County Planning
302 Courthouse Square
Beaufort, NC 28516
Ph: 252-728-8545
Ethan.brogden@carteretcountync.gov.

Subject: Hibbs Acres Subdivision, Newport, NC (Revised)

Sunland Builders, Inc., dba Sunland Development & Construction, herein after called the Company, proposes to furnish all material, labor, equipment and supervision to complete the following described work at the price quoted herein:

SCOPE:
See attached spreadsheet dated 2/19/2020

NOTE: Undercut, backfill of unsuitable soils with Geogrid @ $35.00/CY.
Unit prices or any increases to the contract amount must be agreed to in writing by Carteret County.

Check one:
___ This is a unit based contract. For purposes of final payment, in place measurements will be taken upon completion of job.
_X_ This is a lump sum contract based on the scope and exclusions as stated.

The prices quotes herein are based upon the site being available for completion of the Company's work within Contract schedule, and is firm until that date. Unless a lump sum price is paid for the foregoing work, and is clearly stated, it is understood and agreed that the quantities referred to above are estimates only and that payment shall be made at the stated unit prices on the actual quantities of work performed by the Company. If the foregoing meets with your acceptance, sign and return both copies of this proposal. Upon its receipt, it is understood and agreed that the terms and conditions set forth in this Contract will constitute the full and complete agreement between us.

The following information is required upon acceptance of this contract to comply with the North Carolina Lien Laws for projects in excess of $30,000: (1) Property Owner Information (2) Physical Address of the Property (3) Lien Agent Contact Information.

This proposal expires thirty (30) days from the date hereof, but may be accepted later at the sole option of the Company.

Terms and Conditions and the Specific Exclusions for this Contract are listed in this Proposal & Contract.

Terms and Conditions

Payment in full for all work performed hereunder during any month shall be made according to the terms stated herein, but not later than thirty (30) days from the date of our invoice. Final and complete payment for all work shall be made not later than fifteen (15) days from the date of our invoice. Final and complete payment for all work shall be made not later than fifteen (15) days after completion of such work. Payment shall not be contingent upon payment to you by owner or any other person. Interest of one and one half percent (1 ½%) per month shall be charged and paid on all unpaid balances from the date of our invoice until payment is received. You agree to pay in full all costs and expenses incurred by Sunland Builders, Inc., dba Sunland Development & Construction, in collecting the amounts owed by you on any unpaid invoices. Any monies paid to you for our work shall be held in trust for our benefit, including, but not limited to reasonable attorney fees.

We shall not be obligated to perform the work called for under this contract until your credit has been checked and approved by our Credit Department. If credit conditions become unsatisfactory at any time prior to our completion of the work hereunder, we shall be furnished adequate security upon our request.

This document is the full agreement between us, regardless of any prior proposals or communications. Any deviations from this contract and any incidental work, or reductions in work, shall be set forth in writing and signed by both parties prior to the making of such change.

We shall be provided with suitable access to the work area. If our work is dependent upon, or must be undertaken in conjunction with the work of others, such work shall be so performed and completed as to permit us to perform our work in a normal uninterrupted manner. It will be your responsibility to coordinate the work of others.

Unless a time limit is imposed for completion of work, we shall undertake it in the course of our normal operating schedule. We shall not be liable for any failure to undertake or complete the work for reasons beyond our control, including, but not limited to fire, flood, hurricane or other casualty, labor disputes or other disagreements, and accidents or other mishaps, whether affecting this work or other operations, in which we are involved directly or indirectly. You shall not interfere with the progress of our work. Any delay damages we incur, including attorney fees, resulting from your breach of this or any other provision of this contract, shall be paid by you.

If for any reason beyond our control, our work is not completed by the date stated in the contract, we may cancel this agreement at any time thereafter on ten (10) day notice. In such event, we shall be relieved of any further obligations with respect to the balance of the work, and we shall be entitled to receive final and complete payment for all work performed by us to the date of cancellation within fifteen (15) days thereafter.

We shall not be responsible for, and you agree to hold us harmless from any liability resulting from damages to utilities or other facilities or objects buried beneath our work area or designated areas of access when the existence or location of these utilities, facilities or objects is unknown to the Company.

We shall not be responsible for any damage to or deterioration of any of our work, whether completed or in progress, resulting from any cause beyond our control, including, but not limited to, failure or inadequacy of labor or materials not furnished and installed by us, whether or not such failure or inadequacy was or could have been known at the time our work was undertaken. You agree that the proper jurisdiction and venue for adjudication concerning the Contract is in Carteret County, North Carolina, and you waive the right to jurisdiction and venue in any other place. You are responsible for all expenses incurred in the cost of collecting sums due on this Contract, or as a result of your breach of its terms by you, your agents, other

contractors and their subcontractors and other persons directly or indirectly under your control, including but not limited to, reasonable attorney fees.

You agree to hold us harmless for all expenses, including but not limited to, attorney and expert fees arising from your breach of this Contract or any of its provisions, or any other claims, injuries or damages resulting from your acts or omissions and those of your employees, agents, other contractors and their subcontractors and other persons directly or indirectly under your control.

When the Company contracts to work dependent on grade prepared by others, the Company will not be responsible for repair or replacement of work performed by us because of failure of that grade to meet specifications of this Contract.

The following items are specifically excluded from this contract unless listed within the Scope of Work on the front side of this Proposal & Contract: engineering & staking; testing; as-built survey; GIS survey; permits & fees; bonds; undercut & backfill of unsuitable material; landscaping; permanent seeding; hazardous material removal; hazardous waste removal; capillary water barrier; unless otherwise specified storm drainage and water and sewer utilities are to 5' of building or structure; traffic control; excavation and/or backfill of footings; temporary utilities or facilities; adjustment, removal or relocation of new or existing utilities; soil treatment, soil poisoning or vegetative preventatives; obtaining approval or inspections by third parties; work in plans of other trades not specifically included in this Contract.

ACCEPTED:

Individual/Firm Name (Printed)

Signature of Authorized Representative

Title of Authorized Representative (Printed)

Hibbs Acres Subdivision
2/19/2020

As Bid 09/13/2019	$ 725,000
NCDOT Changes per January 16, 2020 e-mail	
Reduce Storm Drain Crossing to two (total)	$ (10,200)
Reduce Outfall Ditch Work to 1641.66' (total)	$ (13,500)
Consessions from Asphalt Paving Subcontractor	$ (8,800)
Sunland Reductions	
Reduced Sunland Markup and Profit	$ (127,500)
Adjust to Minmum Erosion Control Requirments (Sunland Risk)	
Adjust to Minimum NCDOT S/D Design (Sunland Risk)	
	$ 565,000

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Public Works

Date: 3/16/2020

Justification: Appropriate funds for Hibbs Acres Subdivision street assessment project

Fund		Description	Account Number	Increase
General Fund	Revenues	Fund Balance	110.00.3990.990	565,000
	Total Increase in Revenues			565,000
	Expenditures	Infrastructure Improvements	110.30.4730.50000	565,000
	Total Increase Expenditures			565,000

Approval Chairman, Board of Commissioners _____

Date: 03/16/2020

20. Approval to Release Islander Drive Property Sale Proceeds to Emerald Isle & Approval of Corresponding Budget Amendment: $66,992

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

County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammer

MEMORANDUM

TO: Board of Commissioners

FROM: Tommy Burns, County Manager

SUBJECT: Islander Drive Property Sale Proceeds

DATE: March 10, 2020

The Town of Emerald Isle, via email (attached) from the Town Manager, has requested the use of the sale proceeds from the Island Drive property. In Mr. Zapp's email, he set forth the project(s) that the Town would understand in using these proceeds. The proceeds would be used to support a larger project along the Islander Drive area.

I am recommending that you approve the use of the proceeds towards this redevelopment project and that the funds be released upon completion of the project.

REQUESTED ACTION: Approve the use of the sale proceeds from the Islander Drive property sale towards the redevelopment of this area as set forth by the Town of Emerald Isle and that the funds be released, with the approval of the County Manager, at the conclusion of the work project. Additionally, the approval of the related budget amendment is required.

From: Matt Zapp <mzapp@emeraldisle-nc.org>
Date: March 3, 2020 at 6:56:40 PM EST
To: Tommy Burns <Tommy.Burns@carteretcountync.gov>, Eddie Barber <ebarber@emeraldisle-nc.org>
Cc: "Eugene.Foxworth@carteretcountync.gov" <Eugene.Foxworth@carteretcountync.gov>, Laura Rotchford <lrotchford@emeraldisle-nc.org>, Bill Brown <coastal_bldg@eastnc.twcbc.com>
Subject: Islander Drive Redevelopment- Request for land sale proceeds

Hi Tommy-

Our team wanted to touch-base with Carteret County regarding the Islander Drive redevelopment project.

The Town plans to invest $757,785 in local infrastructure. Emerald Isle has contracted with the following:

- Thomas Simpson Construction to perform $398,425 in roadway improvements
- CCEMC to perform $143,000 in underground electric improvements
- Leveraging a grant to perform $100,000 in public access improvements to the Western Ocean Regional Access
- A-Team to provide a $50,000 contribution to electric relocation project

Emerald Isle desires to utilize Carteret County's land sale proceeds (*from the now A-Team site*) in the amount of $66,992.

Please let me know the steps we should take in communicating the request to your board.

Thank you,
Matt

Matt Zapp
Town Manager
Town of Emerald Isle
7500 Emerald Drive
Emerald Isle, NC 28594
252-354-3424
www.emeraldisle-nc.org

EMERALD ISLE
NORTH CAROLINA

Nice Matters!

Town of Emerald Isle
7500 Emerald Drive
Emerald Isle, NC 28594

252-354-3424 voice
252-354-5068 fax

www.emeraldisle-nc.org

Mayor
Eddie Barber

Mayor Pro-Tem
Floyd Messer, Jr.

Board of Commissioners
Candace Dooley
Steve Finch
Jim Normile
Mark Taylor

Town Manager
Matt Zapp
mzapp@emeraldisle-nc.org

TOWN OF EMERALD ISLE
CAPITAL PROJECT BUDGET ORDINANCE AMENDMENT
ISLANDER DR/WESTERN OCEAN REGIONAL ACCESS IMPROVEMENTS PROJECT

Be it ordained by the Board of Commissioners of the Town of Emerald Isle that, pursuant to NCGS 159-13.2 the following Capital Project Ordinance for the Islander Drive/WORA Improvements Project is hereby amended as follows:

	Original Budget June 12, 2018	Amendments February 11, 2020	Amended Budget February 11, 2020
Revenues			
Grant - NC Dept of Commerce	100,000	-	100,000
Proceeds - Land Sale	154,000	(66,992)	87,008
Powell Bill	-	145,861	145,861
Carteret County	-	66,992	66,992
Developer Contribution	-	50,000	50,000
Transfer from General Fund	-	240,078	240,078
Transfer from Golf Cart Infrastruc	-	28,000	28,000
Transfer from Bicycle & Ped Func	-	30,000	30,000
Transfer from CPO-Islander Dr.	9,846	-	9,846
TOTAL	263,846	493,939	757,785
Expenditures			
Design and Permitting	-	84,360	84,360
Construction - Streets	-	398,425	398,425
Construction - Other	263,846	11,154	275,000
TOTAL	263,846	493,939	757,785

The Town Manager, as Budget Officer, is hereby authorized to transfer funds between line items within this capital project ordinance, however, any net increases or decreases to total capital project ordinance appropriations shall require a capital project ordinance amendment by the Board of Commissioners.

Copies of this ordinance shall be filed with the Finance Officer, Budget Officer, and Town Clerk, to be kept on file by them for their direction in the disbursement of Town funds for this project.

Adopted this _____ day of _____ , 2020.

Attest:

_____ _____
Rhonda C. Ferebee, Town Clerk, CMC Eddie Barber, Mayor

Carteret County

Budget Amendment

Fiscal Year 2019-2020

Department: Economic Development

Date: 3/16/2020

Justification: Appropriate designated economic development funds for Emerald Isle project

Fund		Description	Account Number	Increase
General Fund	Revenues	Appropriated Economic Dev Fund Bal	110.40.3990.990	66,992
	Total Increase in Revenues			66,992
	Expenditures	EDC Emerald Isle project	110.40.4900.69924	66,992
	Total Increase Expenditures			66,992

Approval Chairman, Board of Commissioners _____

Date: _____

21. Approval of Memorandum of Agreement with the North Carolina Coastal Federation for the Stroud Property Acquisition

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: March 13, 2020

TO: Carteret County Board of Commissioners

CC: Tommy Burns, County Manager

FROM: Eugene Foxworth, Assistant County Manager

RE: Carteret County and Coastal Federation Memorandum of Agreement for the Stroud Tract Acquisition

Please see attached for your approval the MOA between Carteret County and the North Carolina Coastal Federation pertaining to the Stroud Tract Acquisition. This Agreement details the responsibilities of each party and the division of property to be acquired.

Please let me know if you have any questions.

This Instrument Was Prepared By:
C. R. Wheatly, III
Wheatly Law Group, PA
P O Box 360, Beaufort, NC 28516

Return Recorded Document To:
C. R. Wheatly, III
Wheatly Law Group, PA
P O Box 360, Beaufort, NC 28516

MEMORANDUM OF AGREEMENT

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

THIS MEMORANDUM OF AGREEMENT made and entered into this ____ day of March, 2020 by and between Carteret County, a Body Politic, hereinafter referred to as "Carteret", Party of the First Part and North Carolina Coastal Federation, Inc., a North Carolina Non-Profit Corporation, hereinafter referred to as "Coastal", Party of the Second Part;

WITNESSETH:

WHEREAS, Carteret and Coastal have entered into an agreement to purchase property approximately 77 acres of unimproved property currently owned by Steven Stroud and more particularly shown on a map entitled, "Stroud Property" bearing date 08-01-19. Said map was prepared by the Cullipher Group, P.A which map is herein incorporated by reference.

WHEREAS, currently, Carteret is under contract to purchase said property from Steven Stroud for $7,474,000.00.

WHEREAS, in cooperation between County and Coastal, each entity has now applied and received grant funds from various sources in order to obtain various sums to be used to purchase the property and they are to wit:

1. County will provide $3,300,000 appropriated by the North Carolina Legislature.
2. County will be responsible for obtaining a grant for $500,000.00 as a portion of the purchase price from the NC Parks and Recreation Trust Fund.
3. Coastal shall be responsible for providing $1,000,000.00 towards the purchase price out of its own funds for the 10 acres it will receive.

4. Coastal will receive $1,200,000.00 from the Clean Water Management Trust Fund.
5. Coastal will obtain a grant for $1,900,000.00 from the Department of the Navy.

WHEREAS, the Department of Navy requires the property be conveyed to Coastal at closing.

THAT FURTHER, monies to be received from the State and NC Parks and Recreation Trust Fund require the property be conveyed to County at closing.

WHEREAS, County and Coastal do hereby agree that in the event closing will be in the name of Coastal, and Coastal obtains a deed for the property, it is agreed that Coastal will enter into a Memorandum creating certain restrictions as to the uses of the property.

WHEREAS, County and Coastal have hereto entered and agreed with the Department of the Navy as to those uses more particularly set forth in the agreement with the Department of the Navy.

WHEREAS, it is further agreed that Coastal will enter into an agreement where there will be a conservation easement on that tract of land consisting of 24.15 acres as shown on that map entitled, "Stroud Property" dated 08-01-19, which map is incorporated herein by reference.

THAT, it is agreed that after the various covenants as above set forth have been entered into with the Department of the Navy, and the Clean Water agency, Coastal will then convey to the County approximately 67 acres and all the remaining properties that had been deeded to Coastal wherein Coastal will end up owning 10 acres of property as more particularly described on that map entitled, "Stroud Property" dated 08-01-19 prepared by the Cullipher Group, P.A., which map is incorporated herein by reference and together with a right-of-way for ingress, egress and regress and for utilities from N.C. Highway 24 to the 10 acre tract that it is going to retain ownership as said easement is more particularly shown on that map entitled, "Stroud Properties, dated 08-01-19.

WHEREAS, said easement will be a non-exclusive easement.

WHEREAS, County and Coastal do hereby agree that they will obtain from the homeowners of the Morada Bay development which is located to the east of the above described tract of land wherein they will release their current easement. Said easement will be granted to the Morada Bay Homeowners Association granting access across the property that will be owned by County; however, said access will be over any existing parking areas created by the County and same would lead to the property of Coastal.

THAT, the general public will be entitled to use the parking area that is to be constructed subject to the property owned by the County. The homeowner's association and the individuals

consisting of the homeowner's association shall be able to cross the property to reach the access they would have on the property that will be owned by Coastal to reach a dock in the land to be conveyed to Coastal.

WHEREAS, Coastal will oversee the use of the Clean Water Management Trust Fund grant and the Department of the Navy grant and assure that all grant conditions are met. All funds provided by Clean Water Management Trust Fund for closings costs (survey, phase 1 report, baseline report) will be used by Coastal to cover those expenses and or costs.

WHEREAS, County will oversee the use of the funds and assure all grant conditions are met for both the NC Legislative appropriated funds and the NC Parks and Recreation Trust Fund.

WHEREAS, County's survey will include the boundaries for the Clean Water Management Trust Fund conservation easement as well as the easements leading to the 10 acres purchased by Coastal which easement will be a non-exclusive easement.

WHEREAS, Coastal will commission the Phase 1 environmental report, baseline survey, and be responsible for their costs.

WHEREAS, it is contemplated that at the conclusion of the closing of this property, the conservation easements will be executed by all the proper parties.

THAT Coastal will own the 10-acre tract shown on the referenced map, there will be right of way from NC Highway 24 for ingress, egress, and regress, and for utilities to Coastal parcel, and that the Morada Bay subdivision on the east side of the subject property will execute documents releasing the easement and its substitution thereof, having a general easement across the County through its parking areas and other paved portions of the property after construction is completed to reach whatever easement is required to reach the dock located on that tract of land to be owned by Coastal.

WHEREAS, County will own all the property as shown on said map with the exception to the 10 acres to be conveyed to Coastal and said property will be subject to all the easements as above set forth.

IN WITNESS WHEREOF, said Parties set their hand and seal this day and year first above written.

CARTERET COUNTY
By:_____
Chairman, Bill Smith

COASTAL FEDERATION
By: Todd Miller
Executive Director, Todd Miller

Carteret/Coastal
Memorandum of Agreement
Page 3 of 3

V. PUBLIC COMMENT

Deborah Krusz, 400 Crow Hill Road, Beaufort: Ms. Krusz stated she has the same agenda as last month; she's here to talk about the drug problem that we have in Carteret County. Ms. Krusz stated that she had sent Commissioners the statistics they had asked for at the last meeting, and hoped that they had looked at them. Carteret County is in big trouble as far as drugs. We out-rate the nation as the United States of America, in this County. Also, in North Carolina, we are the highest with drug problems. The opioids per death, it seems that the male dominantly has more deaths than females. The age, again

we were above and beyond the North Carolina and the United States statistics, fifteen to twenty-four-year olds – we were higher than the State or the nation. 25-34 (years of age) – same thing. The highest being 45-54 years old; that seems to be the peak age of the drugs. My issue is if we can get help for the fifteen to twenty-four-year olds, we can bring that number down as it goes up now. I also was wondering if anyone looked into that old building behind the hospital that was a rest home; that would be a perfect place for a drug rehab here in the County.

Commissioner Farrington shared that he wanted to let Ms. Krusz know that the hospital had offered that building in the past - this is just from trying to remember back - and the cost of trying to get that to the standards of what you have to have due to the State and Federal laws, was way more than what we'd be capable of paying for that property, but it was talked about in the past. Ms. Krusz stated that she thought we should talk about it again, and maybe we can get some help from other people. Ms. Krusz knew her time was up; stated she would be back next month.

Bev Stone, Peer Recovery Center: Ms. Stone shared that she and Ms. Krusz were concerned about the same thing. Ms. Stone expressed that she is the Director of the Peer Recovery Center here in Carteret County. We just found out today that they're closing the Pass It On building where they have a lot of meetings. And so, we have had a lot of calls as to whether we are going to close down or not. I did try to give you these copies of the meetings that we do have going on, but with the Pass It On building, we can take on some of their meetings too – I have already highlighted some that have called us about using our space - we have that wonderful building that you folks have let us have for the past six years and now we're going in to our seventh, and we'd like to offer those people a space until this situation is over. It is self-sufficient – we don't have to stay into the night – they're totally self-sufficient. Alcoholic Anonymous has been there going on seven years and they know how to lock up; they know how to turn the coffee pots off; AA people are very self-sufficient. Before we answer these people's questions, we would like to get your permission to do this because we've been following the news and we know that they want us to have very small meetings. These would probably be meetings of probably ten in the big lobby room – we can have about 20 in the lobby room, 20 in the back room and ten in the classroom, so we would love to have your permission; the 'okay' to tell them to go ahead and use it in the evenings. We've got the place and I don't have to be there all the time.

Commissioner Farrington asked about the closing of the Pass It On building. Ms. Stone stated that they had just found out about it that morning; they had been working on it all day. As soon as that closed, by the time they had the noon meeting over at the Health Department – that's when we really need our meetings, when something like this is going on.

Commissioner Wheatly asked if the building was closed as of today. Ms. Stone confirmed that it closed as of this morning, in fact some of them were trying to get their stuff out of it. Commissioner Farrington stated that the Commissioners have already talked and said

that it's a great idea to keep the space open for these folks to use the building and I think that we should follow what the guidelines are that are set up by the State.

Commissioner Comer stated that they may want to get some input from the local Health Director, to get some kind of agenda or protocols that they can follow. Ms. Stone replied that's exactly what they need; that would be great.

Commissioner Mansfield stated that the CDC came out with a statement today of ten people or less, so if we had multiple meetings that didn't have twenty people, I think that would be more appropriate at this time. Ms. Stone replied that she didn't see that they'd have more than fifty; it's five thousand square feet. Ms. Stone asked about ten people total in the building – because we have three separate areas, each has an entrance. Commissioner Mansfield stated as long as the groups were not co-mingling.

Commissioner Robinson wished to add that the group would be really receptive to shortening their meetings; they'd be receptive to anything. We want to make sure they've got access to that building.

Commissioner Farrington mentioned that if the meetings get bigger because the Pass It On building is closed, they might need to break up into smaller groups – you can facilitate that with the Health Department Director.

Commissioner Robinson added that these support groups are very important to those individuals; they have a track record of being one of the most successful programs out there, and it doesn't cost the government anything. So, whatever we can do to be a facilitator, we need to do that. If there's a meeting space that's available, we need to readily do that, particularly at this time. A lot of those individuals are already under stressful situations and we don't want to add to it.

Michael Bowers, 3900 Bridges Street: Mr. Bowers stated he was there to talk about the Peer Recovery Center, to reiterate some specifics about what Ms. Stone was talking about and their ability to stay open. He stated that with the coronavirus situation, a lot of people do see it as a dire need to have these recovery meetings continue. Mr. Bowers stated the facility does have space that is separated, so if the meetings were to get to a size out of what the CDC recommended, we could actually split them up. We have plenty of cleaning supplies to sanitize the place and we've already made signs to make sure everyone follows good health practices while they're there. It would be good, with all the other meeting places shutting down for these recovery meetings, it would be a good way, in that it's a County building, to have these meetings, to reinforce our wellness and recovery system within our community - not necessarily to spread the virus, keep them separated with good health practices and protocols in place. We have already been contacted by the District Committee Member of AA and they have asked us if we could help out at Peer Recovery because of all these meeting places getting shut down with the current situation. Like Ms. Stone was saying, it'd be nice to have your permission to continue because I think it'll help a lot of people. Especially with this crazy thing going on right now. We do have a new database format where we can keep accurate track of the

number of people and separate them. We present that to our board meeting every two months in a board meeting as well. Mr. Bowers thanked the Board.

VI. PRESENTATION OF RESOLUTION HONORING RETIRING JUDGE JOHN E. NOBLES, JR.

Chairman Smith stated that it was his honor to do a Resolution for our retiring Judge, Superior Court Judge John E. Nobles, Jr. Chairman Smith read the Resolution and presented it to Judge Nobles.

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

County Manager
Tommy R. Burns

Clerk to the Board
Rachel B. Hammar

RESOLUTION HONORING RETIRING JUDGE JOHN E. NOBLES, JR.

WHEREAS, Judge John E. Nobles, Jr. has served as a Superior Court Judge for Judicial District 3B of the Second Division of the Superior Court, serving Carteret, Craven and Pamlico Counties since his initial appointment in 2005; and

WHEREAS, Judge Nobles prepared for his duties and responsibilities with the Superior Court through his diligent undergraduate studies at the University of North Carolina at Chapel Hill and receipt of his Juris Doctor Degree from Wake Forest University; and

WHEREAS, Judge Nobles has been a dedicated public servant, serving the people of Carteret, Craven and Pamlico Counties with honor and distinction; and

WHEREAS, Judge Nobles performed his judicial role with compassion, dedication, wisdom, integrity, and respect for the law throughout his tenure; and

WHEREAS, Judge Nobles will bring his judicial labors to a close on March 31, 2020, after 15 years of service; and

WHEREAS, the Carteret County Board of Commissioners in cooperation with the Clerk of Superior Court, has determined that the portrait of Judge John E. Nobles, Jr. should be hung in Superior Courtroom 1 of the Carteret County Courthouse in conformity with the hanging of portraits of previous judges; and

NOW, THEREFORE, BE IT RESOLVED, that the Carteret County Board of Commissioners, in recognition and appreciation of Judge Nobles' many contributions to the community and to the legal profession, resolve that this Resolution be spread upon the minutes of the Carteret County Board of Commissioners in testimony thereof and that a copy hereof be presented to Judge John E. Nobles, Jr.; and

BE IT FURTHER RESOLVED, that the Carteret County Board of Commissioners, wishes Judge Nobles a long, happy and rewarding retirement.

ADOPTED this the 16th day of March 2020.

Bill Smith, Chairman

ATTEST

Rachel Hammer
Clerk to Commissioners

Judge Nobles commented that it was a great honor to receive the Resolution and thanked the Commissioners for the job that they have done.

~~VII. OVERVIEW/PRESENTATION – VETERANS COALITION OF THE CRYSTAL COAST~~ *(Item removed from Agenda as amended)*

VIII. PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE A 0.99-ACRE PROPERTY LOCATED APPROXIMATELY 1,400 FEET SOUTH OF THE HIGHWAY 101 AND LAUREL ROAD INTERSECTION IN BEAUFORT FROM I-W (INDUSTRIAL & WHOLESALE DISTRICT) TO B-1A (GENERAL BUSINESS DISTRICT)

Mr. Eugene Foxworth stated that the Planning Commission met on February 10th and voted to unanimously recommend this rezoning; this is somewhat atypical in the fact that it's being downzoned – an Industrial Wholesale would be a more intense district than B-

1A. We did send out the letters and did the proper notification to surrounding property owners and did receive three letters of no objection.

Chairman Smith asked how many property owners were involved; Mr. Foxworth replied twenty-six.

Motion: Commissioner Comer made a motion to go into public hearing; seconded by Commissioner Wheatly. **Motion passed unanimously.**

No one wished to speak during the public hearing.

Motion: Commissioner Comer made a motion to go out of public hearing; seconded by Commissioner Wheatly. **Motion passed unanimously.**

Motion: Commissioner Wheatly made a motion to approve the rezoning of one property totaling 0.99 acres located at Highway 101 and Laurel Road intersection in Beaufort, North Carolina from I-W to B-1A; seconded by Commissioner Robinson. **Motion passed unanimously.**

Motion: Commissioner Robinson made a motion to approve the statement of Plan Consistency; seconded by Commissioner Mansfield. **Motion passed unanimously.**

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: February 18, 2020

TO: Carteret County Board of Commissioners

CC: Tommy Burns, County Manager

FROM: Eugene Foxworth, Assistant County Manager

RE: Request to rezone a 0.99-acre property located approximately 1,400 feet south of the Highway 101 and Laurel Road intersection in Beaufort, NC (PIN#: 639904815933000) from I-W (Industrial & Wholesale District) to B-1A (General Business District).

- Derek G. & Cherie P. Walker are requesting to rezone a 0.99-acre property located approximately 1,400 feet south of the Highway 101 and Laurel Road intersection in Beaufort, NC from I-W (Industrial & Wholesale District) to B-1A (General Business District).
- Currently, there are no structures on the property. The subject property is bordered by residential properties to the north, south, east and west.
- The subject property is bordered by R-15M zoning to the north, south and west, I-W zoning to the east, and B-1A zoning to the northeast.
- 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. This request is consistent with the Land Use Plan.
- At their meeting on February 10, 2020, the Planning Commission voted unanimously to recommend approval of the proposed rezoning map amendment stating, "The Planning Commission finds and determines that Case # REZ20-000001 is consistent with the goals, objectives and policies of the CAMA Land Use Plan."
- Twenty-six surrounding property owners have been notified and the property has been posted. To date, staff has received three letters of no objection.

REZONING APPLICATION

Applicant: Derek Grant Walker
Address: 490 Glenn Ruth Lane
Erwin, NC 28339
Telephone: 919-418-1736
E-mail: grant.ncsu@gmx.com

Joint Owner (~~If not Applicant~~): Cherie P. Walker
Address: 490 Glenn Ruth Ln
Erwin, NC 28339
Telephone:
E-mail:
Signature: [illegible] / [illegible]
Date: 1/3/2020 / 1/3/2020

Property address/ location: 1 acre strip between NC 10 and Tuttles Grove Rd
PIN: 639904815933000 Current Zoning: IW Proposed Zoning: B1A

Please explain why the rezoning that you are requesting is warranted: Due to setback requirements, it is difficult to see how any structure could be built on this lot. The most suitable uses for this lot which would not require a structure are permitted under B1A. Also, most of the surrounding properties are residences. The reduced impact of B1A permitted uses would be much more appropriate than those permitted under IW. I own a lot diagonally across Tuttles Grove Rd., and plan to build a house on it. I suspect that none of the surrounding residences would welcome any of the IW permitted uses, and would support the change to B1A.

For Staff Use Only:

Application Number: REZ20-0000 Amt. Rec'd: $350.00 Received by: EB Date: 01/09/2020

Carteret County Department of Planning and Development
Eugene Foxworth, Director

Main Office: Courthouse Square
Beaufort, NC 28516-1896
Tel: (252) 728-8545
Fax: (252) 728-6643

Western Office: 701 Cedar Point Blvd.
Cedar Point, NC 28584-8013
Tel: (252) 222-5833
Fax: (252) 222-5825

Derek G. & Cherie P. Walker
Rezoning Request

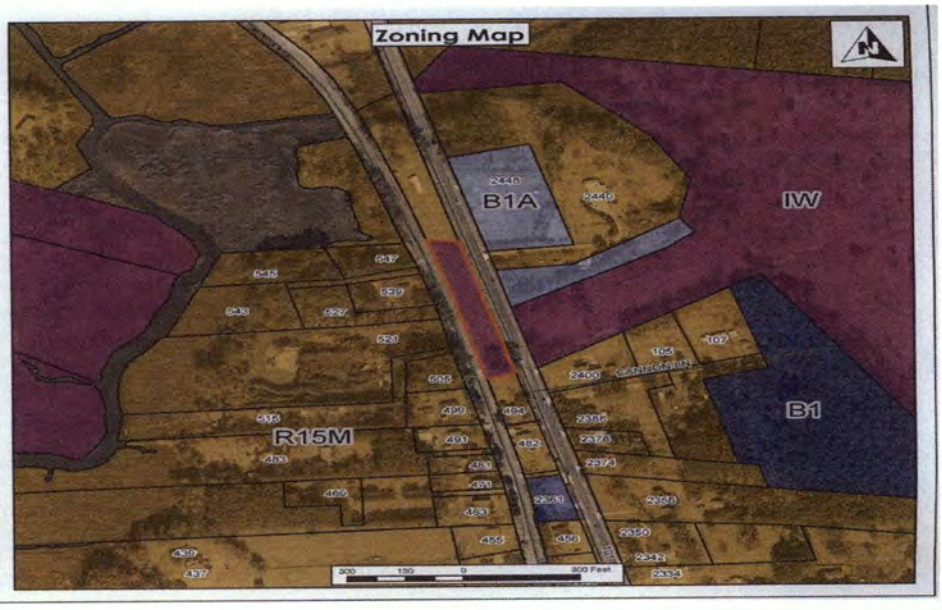
I-W to B-1A

PIN#: 639904815933000
Beaufort, NC 28516

Vicinity

Subject Property

Prepared By:
Carteret County Planning & Development



Derek G. & Cherie P. Walker
Rezoning Request

I-W to B-1A

PIN#: 639904815933000
Beaufort, NC 28516

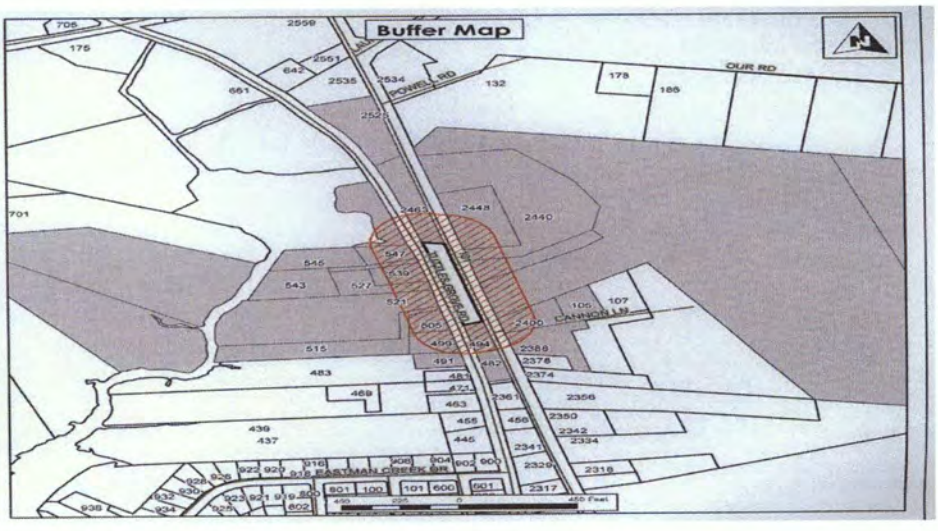
Vicinity

Surrounding Property Owners

Please see the attached property owner list.

Subject Property

Prepared By:
Carteret County Planning & Development



Derek G. & Cherie P. Walker
Rezoning Request

I-W to B-1A

PIN#: 639904815933000
Beaufort, NC 28516

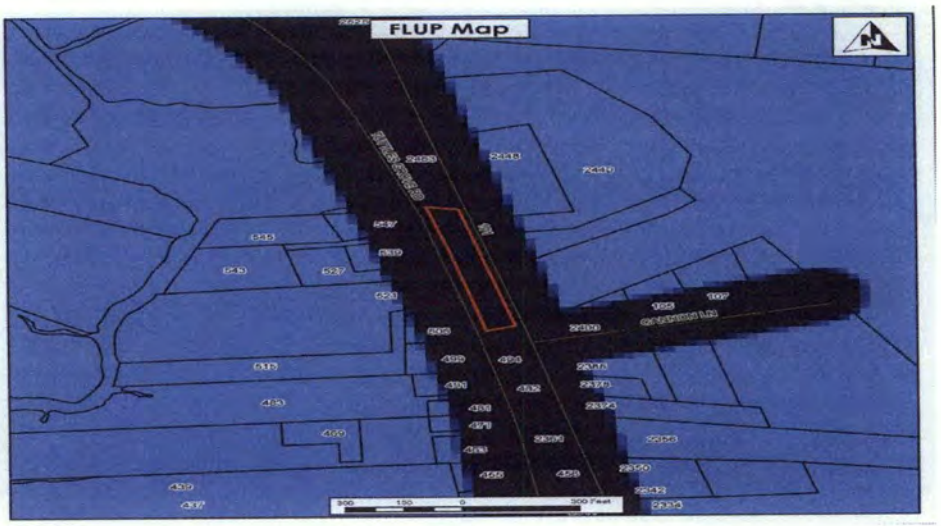
Vicinity

Future Land Use Classifications

- Developed
- Limited Transition
- Community
- Rural
- Rural With Services
- Protected Lands
- Conservation

Subject Property

Prepared By:
Carteret County Planning & Development



Surrounding Property Owner List

1. THE CAMPEN FAMILY LLC	PIN #: 639904821936000
2. WEYERHAEUSER COMPANY	PIN #: 730903117708000
3. SPICKETT,WILLIAM S ETUX HEATHE	2440 HIGHWAY 101
4. LEWIS,JANICE L	2463 HIGHWAY 101
5. WILLIS,MALCOLM R JR ETUX AVIS	PIN #: 639904822407000
6. VANGUARD VENTURES LLC	PIN #: 639904825351000
7. 950 CAPITAL GROUP LLC	801 SENSATION WEIGH
8. SPICKETT,WILLIAM S ETUX HEATHE	PIN #: 639904816927000
9. LIGHTNING INVESTMENTS LLC	901 SENSATION WEIGH
10. GRIFFIN,SHERMAN	547 TUTTLES GROVE ROAD
11. SLOCOMB,JENNIE C	545 TUTTLES GROVE ROAD
12. SLOCOMB,JENNIE C	PIN #: 639904811918000
13. SLOCOMB,ROBERT ETUX	543 TUTTLES GROVE ROAD
14. HENDERSON,ROSENA M	PIN #: 639904812942000
15. GORGES,WILLIAM D	527 TUTTLES GROVE ROAD
16. CANNON,JOEL O ETUX LOIS B L/T	105 CANNON LANE
17. RIFFE,WILLIAM J ETUX ANN	521 TUTTLES GROVE ROAD
18. CANNON,JOEL O ETUX LOIS B L/T	2400 HIGHWAY 101
19. WHITEHEAD,RICHARD A ETUX SHELL	515 TUTTLES GROVE ROAD
20. HENNINGER,KENNETH G ETUX DOLLI	505 TUTTLES GROVE ROAD
21. LITTLETON,GRACE	494 TUTTLES GROVE ROAD
22. CANNON,BENJAMIN CALVIN	2388 HIGHWAY 101
23. HENNINGER,KENNETH	499 TUTTLES GROVE ROAD
24. HALL,MELODIE BELLAMY	482 TUTTLES GROVE ROAD
25. SHAW,JOANN MOZINGO	491 TUTTLES GROVE ROAD
26. WOOD 543 LLC	PIN #: 639904922399000

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

Beaufort Office
Phone: 252-728-8545
Fax: 252-728-6643

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.
(NCGS 153A-341)

REZONING MAP AMENDMENT:

Applicant:	Derek G. & Cherie P. Walker
Owner:	Derek G. & Cherie P. Walker
Address:	N/A
Tax Map and Parcel(s):	639904815933000
Parcel Size:	0.999 Acres

REQUEST:

Rezone from I-W (Industrial & Wholesale District) to B-1A (General Business District)

STATEMENT OF CONSISTENCY & RECOMMENDATION:

At their meeting on February 10, 2020, the Planning Commission voted to recommend **approval** of the proposed rezoning map amendment and stated, *"The Planning Commission finds and determines that case number REZ20-000001* **is** consistent *with the goals, objectives and policies of the CAMA Land Use Plan.*

Motion to approve/deny by: Bruce Rogers, Jr.

Seconded by: Scott Eckholdt

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

Beaufort Office
Phone: 252-728-8545
Fax: 252-728-6643

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.
(NCGS 153A-341)

REZONING MAP AMENDMENT:

Applicant:	Derek G. & Cherie P. Walker
Owner:	Derek G. & Cherie P. Walker
Address:	N/A
Tax Map and Parcel(s):	639904815933000
Parcel Size:	0.999 Acres

REQUEST:
Rezone from I-W (Industrial & Wholesale District) to B-1A (General Business District)

STATEMENT OF CONSISTENCY:

At their meeting on March 16, 2020 the Board of Commissioners voted to **approve / deny** the rezoning map amendment and made the following statements:

- *The Commissioners find and determine that case number REZ20-000001* **is consistent / is not consistent** *with the goals, objectives and policies of the CAMA Land Use Plan because:* _____
- ***Is / Is not*** *reasonable and in the public interest because:* _____

Motion to approve/deny by:

Seconded by:

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

IX. PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE A 57.63-ACRE PROPERTY LOCATED AT THE HIGHWAY 24 AND MARIETTA LANE INTERSECTION IN NEWPORT, NC FROM R-20 (SINGLE-FAMILY RESIDENTIAL DISTRICT) TO R-15 (SINGLE-FAMILY RESIDENTIAL DISTRICT)

Mr. Foxworth stated this rezoning is a request to go from R-20, a residential 20,000 square foot lot to R-15, a residential 15,000 square foot lot. There are currently no structures on this property; it's bordered by R-20 to the north, south, and east. It's also bordered by R-15 on the east. B-1 and B-1A are to the south. This property – if you're familiar with Broad Creek Loop – comes out on the east end of Broad Creek Loop. It's across Highway 24, there's a road there – Marietta Lane. You all did consider a couple of properties adjacent to this in the last couple of months and this rezoning would be the same as that R-15 zoning. The Planning Commission met on February 10th and unanimously voted for approval. We did notify 25 surrounding property owners and received two letters of objection, and six letters of no objection.

There were no questions from the Commissioners.

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

Ray Murdoch, 505 Crestwood Drive, Newport: Mr. Murdoch stated that he is a partner in Salt Creek Holdings. Mr. Murdoch presented a wetlands map, and wished to point out that out of the 57 acres, approximately 46 acres are wetlands, and 11 acres are uplands,

they might be useful for lots. We were looking to incorporate this design into our project that you approved last month for rezoning, mainly for a large pond on it so we can use it for a common area, walking trails, or something like that.

Commissioner Wheatly asked how many buildable lots were on the property; Mr. Murdoch replied that he thought it would be about ten to fifteen on this property here [referenced map].

Commissioner Cavanaugh referenced a ten-acre pond built by Curtis Dickson a few years back - that is extremely acidic and won't support any fish life. Is there any hazard to human health on that, with kids going in there swimming or something like that? Mr. Murdoch stated he didn't think they would allow any swimming in the pond; that'll be part of their rules in the covenants. We were thinking to fence it off, then have a walking trail around it. Commissioner Cavanaugh asked if he would be able to enforce that once the lots are sold; Commissioner Mansfield stated that the restrictive covenants would enforce it.

No one else wished to speak during the public hearing.

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

Motion: Commissioner Comer made a motion to approve the rezoning of the property located on Highway 24 and Marietta Lane from R-20 to R-15; seconded by Commissioner Mansfield. **Motion passed unanimously.**

Motion: Commissioner Mansfield made a motion to approve the Statement of Plan Consistency; seconded by Commissioner Farrington. **Motion passed unanimously.**

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

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

MEMORANDUM

DATE: February 18, 2020

TO: Carteret County Board of Commissioners

CC: Tommy Burns, County Manager

FROM: Eugene Foxworth, Assistant County Manager

RE: Request to rezone to a 57.63-acre property located at the Highway 24 and Marietta Lane intersection in Newport, NC (PIN#: 632603339643000) from R-20 (Single-Family Residential District) to R-15 (Single-Family Residential District).

- On behalf of Curtis S. Dixon, Salt Creek Holdings, LLC is requesting to rezone a 57.63-acre property located at the Highway 24 and Marietta Lane intersection in Newport, NC from R-20 (Single-Family Residential District) to R-15 (Single-Family Residential District).
- Currently, there are no structures on the property. The subject property is bordered by residential properties to the east and south, and undeveloped properties to the north and west.
- The subject property is bordered by R-20 zoning to the north, south and east. The subject property is also bordered by R-15 zoning to the east, B-1 zoning to the south and B-1A zoning further to the south.
- The subject property is situated within two CAMA Land Use Plan classifications, Limited Transition and Protected Lands. Areas included within the Limited Transition classification are areas that will experience increasing development during the next five to ten years. Areas included within the Protected Lands classification are lands that are not under Carteret County or municipal planning or regulatory jurisdiction. Included in this category are federal, state, local, and non-profit property and easements that are managed for conservation and open space (i.e. Croatan National Forest).
- As the future land use map is currently drawn, this request is not consistent with the CAMA Land Use Plan because it does not meet any of the Protected Lands classification requirements. It is staff's belief that the classification line should follow the property line, which would make the subject property Limited Transition and the Croatan National Forest Protected Land.
- At their meeting on February 10, 2020, the Planning Commission voted unanimously to recommend approval of the proposed rezoning map amendment stating, "The Planning Commission finds and determines that Case # REZ20-000002 is consistent with the goals, objectives and policies of the CAMA Land Use Plan."
- Twenty-five surrounding property owners have been notified and the property has been posted. To date, staff has received two letters of objection and six letters of no objection.

REZONING APPLICATION

Applicant: SALT CREEK HOLDINGS LLC
Address: 505 CRESTWOOD DR.
NEWPORT NC 28570
Telephone: 252-725-1226
E-mail: rmurdoch002@ec.rr.com

Owner (if not Applicant): CURTIS DIXON
Address: 115 MARIETA LN
NEWPORT NC 28570
Telephone: 252-247-2643
E-mail:
Signature: Curtis S. Dixon
Date: 1-13-2020

Property address/ location: Hwy 24 W NEWPORT NC.
PIN: 632603339643000 **Current Zoning:** R-20 **Proposed Zoning:** R-15
Please explain why the rezoning that you are requesting is warranted: PROPOSING NEW SUBDIVISION. PROPERTY HAS ACCESS TO PUBLIC WATER TO WARRANT R-15 ZONING.

For Staff Use Only:
Application Number: RE220-000002 **Amt. Rec'd:** $350.00 **Received by:** EB **Date:** 01/15/2020

Carteret County Department of Planning and Development
Eugene Foxworth, Director

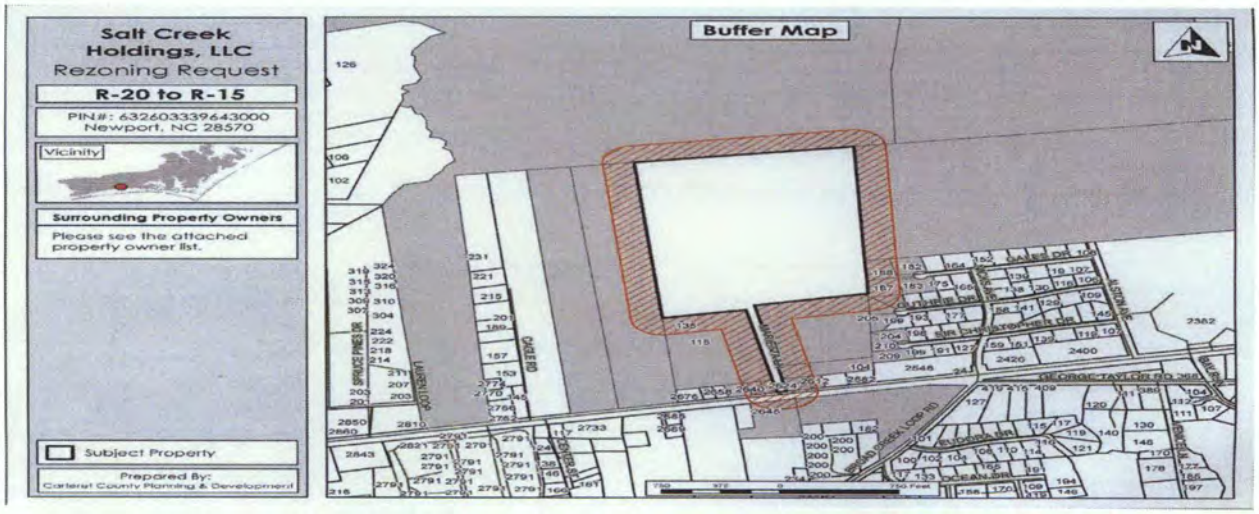
Main Office: Courthouse Square
Beaufort, NC 28516-1896
Tel: (252) 728-8545
Fax: (252) 728-6643

Western Office: 701 Cedar Point Blvd.
Cedar Point, NC 28584-8013
Tel: (252) 222-5833
Fax: (252) 222-5825

Salt Creek Holdings, LLC
Rezoning Request
R-20 to R-15
PIN#: 632603339643000
Newport, NC 28570

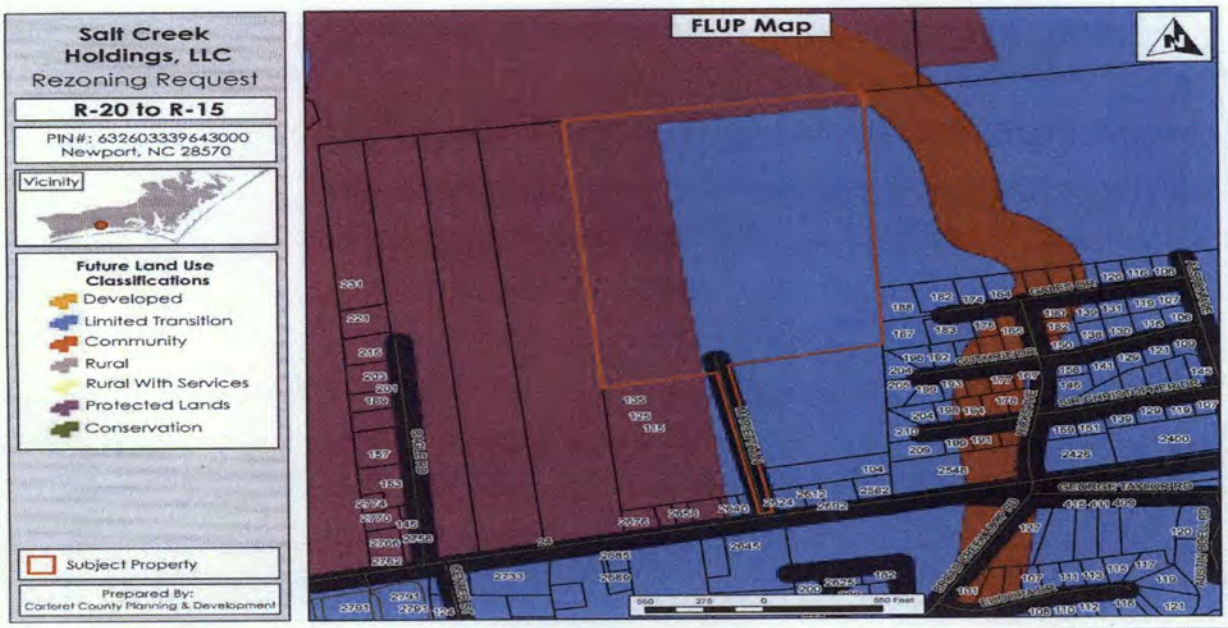
Subject Property

Prepared By:
Carteret County Planning & Development



Surrounding Property Owner List

1. NC COASTAL LAND TRUST INC	PIN#: 632604644607000
2. SALT CREEK HOLDINGS LLC	PIN#: 632603330578000
3. SALT CREEK HOLDINGS LLC	PIN#: 632603237359000
4. SNUDDEN,ROBERT A	182 GALES DRIVE
5. DEFLORIO,MICHAEL G ETUX HELEN	188 GALES DRIVE
6. BELL,GAYLE E ETUX CINDY	187 GALES DRIVE
7. HARTH,ZACHARY J ETUX KAYLA E	183 GALES DRIVE
8. DIXON,CURTIS S	PIN#: 632603423707000
9. GREENE,THOMAS L ETUX DONNA G	198 GUTHRIE DRIVE
10. FEARNOW,JOHN D ETUX SHIRLEY I	204 GUTHRIE DRIVE
11. DIXON,CURTIS S	2628 HIGHWAY 24
12. BRUSH,DOUGLAS F	205 GUTHRIE DRIVE
13. MORGAN,ERIC J ETUX HELEN E	204 SIR CHRISTOPHER DRIVE
14. MULLEN,DANIEL F ETUX BARBARA	210 SIR CHRISTOPHER DRIVE
15. JONES,DONNA MARIE RAND	209 SIR CHRISTOPHER DRIVE
16. SKIBA,TRACY LEE	104 MARIETTA LANE
17. HUNTER,SHIRLEY T TRUSTEE	2612 HIGHWAY 24
18. ABC TRANSLATING SERVICES LLC	2624 HIGHWAY 24
19. DIXON,CURTIS S	PIN#: 632603329293000
20. CAVANAUGH,ROBERT W JR	2640 HIGHWAY 24
21. VELTMAN,TJERK	PIN#: 632603327280000
22. MCKAMEY,LOUISE J ETAL	181 BROAD CREEK LOOP ROAD
23. BRAZDA,FRANK D ETUX CASANDRA	PIN#: 632603410803000
24. UNITED STATES OF AMERICA	PIN#: 630800456189000
25. NORTH CAROLINA COASTAL LAND TR	PIN#: 632602773170000



PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

Beaufort Office
Phone: 252-728-8545
Fax: 252-728-6643

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.
(NCGS 153A-341)

REZONING MAP AMENDMENT:

Applicant:	Salt Creek Holdings, LLC
Owner:	Curtis S. Dixon
Address:	N/A
Tax Map and Parcel(s):	632603339643000
Parcel Size:	57.63 Acres

REQUEST:

Rezone from R-20 (Single-Family Residential District) to R-15 (Single-Family Residential District)

STATEMENT OF CONSISTENCY & RECOMMENDATION:

At their meeting on February 10, 2020, the Planning Commission voted to recommend **approval** of the proposed rezoning map amendment and stated, *"The Planning Commission finds and determines that case number REZ20-000002* **is** consistent *with the goals, objectives and policies of the CAMA Land Use Plan.*

Motion to approve/deny by: Scott Eckholdt

Seconded by: Bruce Rogers, Jr.

PLANNING AND DEVELOPMENT

Eugene Foxworth
Director

Beaufort Office
Phone: 252-728-8545
Fax: 252-728-6643

Prior to adopting or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the board of county commissioners that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.
(NCGS 153A-341)

REZONING MAP AMENDMENT:

Applicant:	Salt Creek Holdings, LLC
Owner:	Curtis S. Dixon
Address:	N/A
Tax Map and Parcel(s):	632603339643000
Parcel Size:	57.63 Acres

REQUEST:
Rezone from R-20 (Single-Family Residential District) to R-15 (Single-Family Residential District)

STATEMENT OF CONSISTENCY:

At their meeting on March 16, 2020 the Board of Commissioners voted to **approve / deny** the rezoning map amendment and made the following statements:

- *The Commissioners find and determine that case number REZ20-000002* **is consistent / is not consistent** *with the goals, objectives and policies of the CAMA Land Use Plan because:*
  _____
  _____
  _____
- ***Is / Is not*** *reasonable and in the public interest because:*
  _____
  _____
  _____

Motion to approve/deny by:

Seconded by:

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

X. APPROVAL TO AUTHORIZE TWO NEW DETENTION OFFICER POSITIONS AND ONE DETENTION SHIFT SUPERVISOR FOR THE JAIL

Commissioner Wheatly requested, based on the information and timing of this, that Commissioners table this item to a later date when we can get more information.

Motion: Commissioner Wheatly made a motion to table the approval to authorize two new detention officer positions and one detention shift supervisor for the jail; seconded by Commissioner Farrington. **Motion passed unanimously.**

~~XI. REVIEW OF DEPARTMENTAL STRATEGIC PLANS~~ ~~*(Item removed as amended)*~~

XII. UPDATE: SOUTH RIVER EMS

County Manager Tommy Burns provided an overview, and stated that a few months back, we were approached by South River EMS that they would have problems continuing their EMS service. We've got to work ahead on a solution to provide EMS service to that district. We looked at several scenarios; one scenario would be the County taking over that service in that area, and we prepared a budget and a cost estimate that we presented to you at the last month's meeting. The other option was to contract that service out to

Beaufort EMS and we've got a proposed budget in your packet for that. Mr. Lewis can go over some of the particulars of that, but we're getting into a time situation where we need to decide on how we're going to provide that service starting July 1st and whichever way you choose to go, it'll take some time to staff that up and acquire the equipment that may be needed.

Mr. Eddie Lewis, Fire Marshal, stated that Mr. Stephen Rea, Emergency Services Director, was out sick and asked him to present this update. The first budget is South River-Merrimon Fire Department operating budgets – these budgets are proposed so there's nothing set in stone. That amount, for fire, would be $115,935 and for Beaufort EMS to contract would be $218,356. The budget last year that was approved for South River, according to our records, was $200,229. So, there may be a point when you have to impose a service district or EMS tax rate for that area to make up the difference. I don't know the numbers for that, I don't know what it would take as far as pennies would go. Mr. Lewis advised if they wanted to decide to do that, it should be prior to the fiscal year.

Commissioner Comer stated that these numbers were not in line with the numbers that were shown a few months ago. Mr. Burns requested to keep in mind that these numbers include fire provisions, too. Commissioner Comer stated that he thought the contract with Beaufort EMS was $75,000-80,000 dollars. Mr. Burns stated that he thought that's what we would have to put in, in addition to what the tax would cover. There was a discussion regarding the tax rates for the area. Mr. Burns explained that this is a fire department that provides EMS services through a fire tax; that's all they have out there. Mr. Burns thought that the tax rate is as high as it can be for that area, so there would have to be some additional revenue.

Commissioner Comer asked if that would be for fire and EMS; Mr. Burns confirmed. Commissioner Comer asked if there was not room to add an EMS tax because of fires. Mr. Burns explained that they could add EMS tax, but they're not currently authorized to do that right now.

Commissioner Mansfield asked what it would take to do that. Mr. Burns stated there would have to be a Local Act. Commissioner Mansfield asked about the timeline; Mr. Burns replied if they're talking about a public hearing, it would have to be about sixty days at least.

Commissioner Comer asked if there was a recommendation. Mr. Burns shared that Mr. Rea's initial recommendation was to contract with Beaufort EMS, but the question is how we fill the revenue differential.

Commissioner Robinson stated that without having a direct handle on the numbers, I wouldn't know what to suggest, but I know that it's widely presumed there that it's going to take some increase in their taxes in order to fund the service. He stated he didn't know what steps it would take or without quantifying it, I think the people are knowledgeable and know that they're going to have some kind of increase in their taxes. The problem presented in that is that they're maxed out on the fire tax, and stated that it looks like to

him that in trying to remedy that, you would establish an EMS tax like they have in other areas of the County. I don't know if there's enough tax base there to do that; I don't know what the numbers are; I'm relying on you on the numbers. That would seem to me an approachable way to address it.

Commissioner Mansfield stated that he thought they need to look into pursuing adding an EMS tax to that district to start the process. We can revisit when Mr. Rea's back, as far as what is his preferred recommendation, but we need to start the process.

Commissioner Comer stated the numbers he's given us are not jiving with what he told us; may have misinterpreted it. Mr. Burns stated that what they have are the proposed budgets for this coming year. Mr. Burns recalled that he presented one option where we provided the fire and EMS; he presented an option where we provided just EMS and then the other option was Beaufort providing just the EMS. Commissioner Comer stated that he didn't pick up that was a difference. Commissioner Mansfield suggested taking the time to review it. Commissioner Comer agreed. Commissioner Robinson stated they needed to know something more quantitatively. The Commissioners advised Mr. Burns to follow up on the numbers with Mr. Rea.

The Commissioners thanked Mr. Lewis.

DEPARTMENT: South River-Merrimon Fire Dept

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
Section 1	REVENUES & EXPENSES							
	A. ESTIMATED REVENUE							
-	10101	1. FireDistrict Ad Valorem Tax	-	-	77,410	77,410	0.0%	
-	10102	2. Fire District Sales Tax	-	-	37,000	37,000	0.0%	
-	10201	3. EMS District Ad Valorem Tax	-	-	-	-	0.0%	
-	10202	4. EMS District Sales Tax	-	-	-	-	0.0%	
-	10001	5. Other County Revenue	-	-	-	-	0.0%	
-	10002	6. Lease Revenues	-	-	-	-	0.0%	
-	10003	7. Grant Revenues	-	-	-	-	0.0%	
-	10004	8. Interest Income	-	-	25	25	0.0%	
-	10005	9. Income Fundraisers	-	-	-	-	0.0%	
-	10006	10. Donations	-	-	1,500	1,500	0.0%	
-	10007	11. Insurance Proceeds	-	-	-	-	0.0%	
-	10008	12. Income-Sales Tax Refunded	-	-	-	-	0.0%	
-	10009	13. Income-Fuel Tax Refunded	-	-	-	-	0.0%	
-	10010	14. Miscellaneous Income	-	-	-	151	0.0%	
-	10011	15. Transfer from(to) Fund Balance	-	-	-	-	0.0%	
-	10203	16. EMS Billing Proceeds	-	-	-	-	0.0%	
-	10012	17. Loan Proceeds	-	-	-	-	0.0%	
-		18. Sale of Asset	-	-	-	-	0.0%	
-		19. County Reserve Funds	-	-	-	-	0.0%	
-		20. Other	-	-	-	-	0.0%	
$ -	TOTAL REVENUE		$ -	$ -	$ 115,935	$ 115,935	undefined	
	B. ESTIMATED EXPENDITURE SUMMARY		Do not enter any numbers in this section					
-	11000	1. Compensation	-	-	23,720	23,720	0.0%	
-	12000	2. Administration	-	-	15,323	15,323	0.0%	
-	13000	3. Insurance	-	-	31,617	31,617	0.0%	
-	14000	4. Vehicles	-	-	9,675	9,675	0.0%	
-	15000	5. Buildings & Grounds	-	-	5,100	5,100	0.0%	
-	16000	6. Medical Expenses	-	-	4,600	4,600	0.0%	
-	17000	7. Fire Expenses	-	-	4,850	4,850	0.0%	
-	18000	8. Utilities	-	-	10,500	10,500	0.0%	
-	19000	9. Communications	-	-	10,550	10,550	0.0%	
-	20000	10. Capital Purchases	-	-	-	-	0.0%	
-	21000	11. Capital Reserves	-	-	-	-	0.0%	
-	22000	12. Debt Service	-	-	-	-	0.0%	
$ -		TOTAL:	$ -	$ -	$ 115,935	$ 115,935	0.0%	
		Amount needed to balance the budget:				-		

DEPARTMENT: South River-Merrimon Fire Dept

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
		C. COMPENSATION						
-	11001	1. Base Pay	-	-	-	-	0.0%	
-	11002	2. Scheduled O/T	-	-	-	-	0.0%	
-	11003	3. Call Back O/T	-	-	-	-	0.0%	
-	11004	4. Overtime @ 1.5	-	-	-	-	0.0%	
-	11005	5. Vac./Sick/Holiday Pay	-	-	-	-	0.0%	
-	11006	6. PRN Expenses	-	-	-	-	0.0%	
-	11007	7. Volunteer Compensation	-	-	21,000	21,000	0.0%	
-	11008	8. Taxes - Payroll (FICA & Medicare @.0765)	-	-	1,607	1,607	0.0%	
-	11009	9. Taxes - FUTA @.008	-	-	168	168	0.0%	
-	11010	10. Taxes - SUTA	-	-	105	105	0.0%	
-	11011	11. Medical Injury & physicals	-	-	-	-	0.0%	
-	11012	12. IRA Contribution	-	-	-	-	0.0%	
-	11013	13. NC Firemen's Assn. Pension Program	-	-	840	840	0.0%	
-	11014	14. Salary Adjustment	-	-	-	-	0.0%	
$ -		***SUBTOTAL - Compensation***	$ -	$ -	$ 23,720	$ 23,720	0.0%	
		D. ADMINISTRATIVE						
-	12001	1. Advertising	-	-	-	-	0.0%	
-	12002	2. Bank Charges	-	-	100	100	0.0%	
-	12003	3. Dues and Subscriptions	-	-	1,341	1,341	0.0%	
-	12004	4. Fundraising Expense	-	-	-	-	0.0%	
-	12005	5. Legal & Prof. Fees	-	-	9,149	9,149	0.0%	
-	12006	6. Office Equipment	-	-	-	-	0.0%	
-	12007	7. Office Supplies	-	-	460	460	0.0%	
-	12008	8. Postage	-	-	-	-	0.0%	
-	12009	9. Training & Seminars	-	-	1,500	1,500	0.0%	
-	12010	10. Uniforms and Laundry	-	-	500	500	0.0%	
-	12011	11. Rehab Expense	-	-	300	300	0.0%	
-	12012	12. Flowers, Bereavement, Socials etc.	-	-	-	-	0.0%	
-	12013	13. Sales Tax Paid & Refundable	-	-	-	-	0.0%	
-	12014	14. EMS Billing expense	-	-	-	-	0.0%	
-	12015	15. Fire Prevention expense	-	-	-	-	0.0%	
-	12016	16. Miscellaneous expense	-	-	525	525	0.0%	
-	12017	17. Contracted Services	-	-	1,448	1,448	0.0%	
-	12018	18. Taxes-other	-	-	-	-	0.0%	
-	12019	19. Penalties	-	-	-	-	0.0%	
-	12020	20. Prior period taxes, penalty, interest	-	-	-	-	0.0%	
$ -		***SUBTOTAL - Administrative***	$ -	$ -	$ 15,323	$ 15,323	0.0%	

DEPARTMENT: South River-Merrimon Fire Dept

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
		E. INSURANCE EXPENSES						
-	13001	1. Insurance	-	-	24,506	24,506	0.0%	
-	13002	2. Employee Insurance - Group Health	-	-	-	-	0.0%	
-	13003	3. Employee Insurance - Accident & Sickness	-	-	2,069	2,069	0.0%	
-	13004	4. Employee Insurance - Workmans Comp	-	-	-	-	0.0%	
-	13005	5. Employee Insurance - Dental	-	-	-	-	0.0%	
-	13006	6. Employee Insurance - Life	-	-	5,042	5,042	0.0%	
-		7. Employee Insurance - Disability	-	-	-	-	0.0%	
-	13007	8. Insurance-Liability	-	-	-	-	0.0%	
-	13008	9. Insurance-Property	-	-	-	-	0.0%	
-	13009	10. Insurance Vehicle (Fire)	-	-	-	-	0.0%	
-	13010	11. Insurance Vehicle (EMS)	-	-	-	-	0.0%	
$ -		***SUBTOTAL - Insurance***	$ -	$ -	$ 31,617	$ 31,617	0.0%	
		F. VEHICULAR						
-	14101	1. Motor Fuel & Oil - Fire	-	-	4,000	4,000	0.0%	
-	14102	2. R & M - Vehicle-Fire	-	-	5,675	5,675	0.0%	
-	14201	3. Motor Fuel & Oil -EMS	-	-	-	-	0.0%	
-	14202	4. R & M - Vehicle-EMS	-	-	-	-	0.0%	
-	14002	5. R & M - Rescue-Boat	-	-	-	-	0.0%	
-	14001	6. Taxes & Licenses	-	-	-	-	0.0%	
$ -		***SUBTOTAL - Vehicular***	$ -	$ -	$ 9,675	$ 9,675	0.0%	
		G. BUILDINGS & GROUNDS						
-	15001	1. R & M Buildings	-	-	1,500	1,500	0.0%	
-	15002	2. Buildings - Supplies	-	-	-	-	0.0%	
-	15003	3. Buildings - Housekeeping Contract	-	-	1,800	1,800	0.0%	
-	15004	4. Grounds Keeping Contract	-	-	1,800	1,800	0.0%	
-	15005	5. Grounds Keeping Supplies/Maint.	-	-	-	200	0.0%	
-	15006	6. R & M Generator and Fuel	-	-	-	400	0.0%	
-	15007	7. Pest Control	-	-	-	450	0.0%	
-	15008	8. Small Equipment	-	-	-	150	0.0%	
$ -		***SUBTOTAL - Buildings & Grounds***	$ -	$ -	$ 5,100	$ 5,100	0.0%	

DEPARTMENT: South River-Merrimon Fire Dept

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
		H. MEDICAL EXPENSES						
-	16201	1. R & M Medical Equipment	-	-	3,600	3,600	0.0%	
-	16202	2. Medical Supplies (incl. drugs)	-	-	1,000	1,000	0.0%	
-	16203	3. Oxygen	-	-	-	-	0.0%	
-	16204	4. Linen Expense	-	-	-	-	0.0%	
-	16205	5. Medical Equip.Purchases *(specify below)*	-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
$ -		***SUBTOTAL - Medical Expenses***	$ -	$ -	$ 4,600	$ 4,600	0.0%	
		I. FIRE EXPENSES						
-	17101	1. R & M Fire Equipment	-	-	3,350	3,350	0.0%	
-	17102	2. Fire Supplies	-	-	1,500	1,500	0.0%	
-	17103	3. Fire Equip. Purchases *(specify below)*	-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
$ -		***SUBTOTAL - Fire Expenses***	$ -	$ -	$ 4,850	$ 4,850	0.0%	
		J. UTILITIES						
-	18002	1. Heating Fuel-LP Gas	-	-	5,000	5,000	0.0%	
-	18003	2. Electricity	-	-	5,050	5,050	0.0%	
-	18004	3. Water	-	-	-	-	0.0%	
-	18005	4. Cable TV	-	-	450	450	0.0%	
-	18006	5. Refuse Removal	-	-	-	-	0.0%	
-	18001	6. Utilities	-	-	-	-	0.0%	
$ -		***SUBTOTAL -Utilities***	$ -	$ -	$ 10,500	$ 10,500	0.0%	
		K. COMMUNICATIONS						
-	19201	1. Telephone - Station	-	-	2,450	2,450	0.0%	
-	19202	2. Telephone - Cellular	-	-	1,550	1,550	0.0%	
-	19203	3. Internet Service	-	-	1,800	1,800	0.0%	
-	19204	4. R & M Communications Equipment	-	-	750	750	0.0%	
-	19205	5. Comm.Equip. Purchases	-	-	4,000	4,000	0.0%	
-			-	-	-	-	0.0%	
$ -		***SUBTOTAL - Communications***	$ -	$ -	$ 10,550	$ 10,550	0.0%	

DEPARTMENT: South River-Merrimon Fire Dept

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #			Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
		L. CAPITAL PURCHASES	*(Specify in Section VI)*						
-	20001	1. Real Estate		-	-	-	-	0.0%	
-	20002	2. Building		-	-	-	-	0.0%	
-	20003	3. Vehicle-Fire		-	-	-	-	0.0%	
-	20004	4. Vehicle-EMS		-	-	-	-	0.0%	
-	20005	5. Other (specify below)		-	-	-	-	0.0%	
-				-	-	-	-	0.0%	
-				-	-	-	-	0.0%	
							-	0.0%	
$ -		***SUBTOTAL - Capital Purchases***		$ -	$ -	$ -	$ -	0.0%	
		M. CAPITAL RESERVES	*(Specify in Section VII if applicable)*						
-	21001	1. Property fund		-	-	-	-	0.0%	
-	21002	2. Building Fund		-	-	-	-	0.0%	
-	21101	3. Truck Fund		-	-	-	-	0.0%	
-	21201	4. Ambulance fund		-	-	-	-	0.0%	
-	21103	5. Equipment Fund-Fire		-	-	-	-	0.0%	
-	21203	6. Equipment Fund-EMS		-	-	-	-	0.0%	
-	21003	7. Other		-	-	-	-	0.0%	
$ -		***SUBTOTAL - Capital Reserves***		$ -	$ -	$ -	$ -	0.0%	
		N. DEBT SERVICE	*(Include existing and proposed debt service)*						
-	22001	1. Real Estate		-	-	-	-	0.0%	
-	22002	2. Building		-	-	-	-	0.0%	
-	22101	3. Vehicle-Fire		-	-	-	-	0.0%	
-	22201	4. Vehicle-EMS		-	-	-	-	0.0%	
-	22003	5. Other-Interest		-	-	-	-	0.0%	
$ -		***SUBTOTAL - DEBT SERVICE***		$ -	$ -	$ -	$ -	0.0%	
$ -			TOTAL:	$ -	$ -	$ 115,935	$ 115,935	0.0%	

Recommendation of Fire & EMS Commission: Yes _____ No _____

Date: _____

Ayes: Nays

DEPARTMENT: Beaufort EMS

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
Section 1	REVENUES & EXPENSES							
	A. ESTIMATED REVENUE							
-	10101	1. FireDistrict Ad Valorem Tax	-	-	-	-	0.0%	
-	10102	2. Fire District Sales Tax	-	-	-	-	0.0%	
-	10201	3. EMS District Ad Valorem Tax	-		-	-	0.0%	
-	10202	4. EMS District Sales Tax	-		-	-	0.0%	
-	10001	5. Other County Revenue	-	-	-	-	0.0%	
-	10002	6. Lease Revenues	-	-	-	-	0.0%	
-	10003	7. Grant Revenues	-	-	-	-	0.0%	
-	10004	8. Interest Income	-		-	-	0.0%	
-	10005	9. Income Fundraisers	-	-	-	-	0.0%	
-	10006	10. Donations	-	-	-	-	0.0%	
-	10007	11. Insurance Proceeds	-	-	-	-	0.0%	
-	10008	12. Income-Sales Tax Refunded	-		-	-	0.0%	
-	10009	13. Income-Fuel Tax Refunded	-	-	-	-	0.0%	
-	10010	14. Miscellaneous Income	-		-	-	0.0%	
-	10011	15. Transfer from(to) Fund Balance	-	-	-	-	0.0%	
-	10203	16. EMS Billing Proceeds	-		-	-	0.0%	
-	10012	17. Loan Proceeds	-		-	-	0.0%	
-		18. Sale of Asset	-		-	-	0.0%	
-		19. County Reserve Funds	-	-	-	-	0.0%	
-		20. Other	-	-	-	-	0.0%	
$ -	TOTAL REVENUE		$ -	$ -	$ -	$ -	0.0%	
	B. ESTIMATED EXPENDITURE SUMMARY		Do not enter any numbers in this section					
-	11000	1. Compensation	-	-	165,021	165,021	0.0%	
-	12000	2. Administration	-	-	2,250	2,250	0.0%	
-	13000	3. Insurance	-	-	44,985	44,985	0.0%	
-	14000	4. Vehicles	-	-	-	-	0.0%	
-	15000	5. Buildings & Grounds	-	-	1,000	1,000	0.0%	
-	16000	6. Medical Expenses	-	-	400	400	0.0%	
-	17000	7. Fire Expenses	-	-	-	-	0.0%	
-	18000	8. Utilities	-	-	4,100	4,100	0.0%	
-	19000	9. Communications	-	-	600	600	0.0%	
-	20000	10. Capital Purchases	-	-	-	-	0.0%	
-	21000	11. Capital Reserves	-	-	-	-	0.0%	
-	22000	12. Debt Service	-	-	-	-	0.0%	
$ -		TOTAL:	$ -	$ -	$ 218,356	$ 218,356	0.0%	
		Amount needed to balance the budget:				218,356		

DEPARTMENT:

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
	C. COMPENSATION							
-	11001	1. Base Pay	-		126,424	126,424	0.0%	
-	11002	2. Scheduled O/T	-	-	19,968	19,968	0.0%	
-	11003	3. Call Back O/T	-	-	-	-	0.0%	
-	11004	4. Overtime @ 1.5	-		-	-	0.0%	
-	11005	5. Vac./Sick/Holiday Pay	-		1,000	1,000	0.0%	
-	11006	6. PRN Expenses	-		2,500	2,500	0.0%	
-	11007	7. Volunteer Compensation	-	-	-	-	0.0%	
-	11008	8. Taxes - Payroll (FICA & Medicare @.0765	-		11,000	11,000	0.0%	
-	11009	9. Taxes - FUTA @.008	-	-	-	-	0.0%	
-	11010	10. Taxes - SUTA	-		500	500	0.0%	
-	11011	11. Medical Injury & physicals	-		-	-	0.0%	
-	11012	12. IRA Contribution	-		2,929	2,929	0.0%	
-	11013	13. NC Firemen's Assn. Pension Program	-		480	480	0.0%	
-	11014	14. Salary Adjustment	-		220	220	0.0%	
$ -		*SUBTOTAL - Compensation*	$ -	$ -	$ 165,021	$ 165,021	0.0%	
	D. ADMINISTRATIVE							
-	12001	1. Advertising	-		-	-	0.0%	
-	12002	2. Bank Charges	-		-	-	0.0%	
-	12003	3. Dues and Subscriptions	-		-	-	0.0%	
-	12004	4. Fundraising Expense	-	-	-	-	0.0%	
-	12005	5. Legal & Prof. Fees	-		-	-	0.0%	
-	12006	6. Office Equipment	-		-	-	0.0%	
-	12007	7. Office Supplies	-			-	0.0%	
-	12008	8. Postage	-		-	-	0.0%	
-	12009	9. Training & Seminars	-		-	-	0.0%	
-	12010	10. Uniforms and Laundry	-		2,250	2,250	0.0%	
-	12011	11. Rehab Expense	-	-	-	-	0.0%	
-	12012	12. Flowers, Bereavement, Socials etc.	-	-	-	-	0.0%	
-	12013	13. Sales Tax Paid & Refundable	-		-	-	0.0%	
-	12014	14. EMS Billing expense	-		-	-	0.0%	
-	12015	15. Fire Prevention expense	-	-	-	-	0.0%	
-	12016	16. Miscellaneous expense	-	-	-	-	0.0%	
-	12017	17. Contracted Services	-	-	-	-	0.0%	
-	12018	18. Taxes-other	-	-	-	-	0.0%	
-	12019	19. Penalties	-	-	-	-	0.0%	
-	12020	20. Prior period taxes, penalty, interest	-	-	-	-	0.0%	
$ -		*SUBTOTAL - Administrative*	$ -	$ -	$ 2,250	$ 2,250	0.0%	

DEPARTMENT:

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
		E. INSURANCE EXPENSES						
-	13001	1. Insurance	-	-	-	-	0.0%	
-	13002	2. Employee Insurance - Group Health	-		40,985	40,985	0.0%	
-	13003	3. Employee Insurance - Accident & Sickness	-		-	-	0.0%	
-	13004	4. Employee Insurance - Workmans Comp	-		4,000	4,000	0.0%	
-	13005	5. Employee Insurance - Dental	-	-	-	-	0.0%	
-	13006	6. Employee Insurance - Life	-	-	-	-	0.0%	
-		7. Employee Insurance - Disability	-	-	-	-	0.0%	
-	13007	8. Insurance-Liability	-		-	-	0.0%	
-	13008	9. Insurance-Property	-		-	-	0.0%	
-	13009	10. Insurance Vehicle (Fire)	-	-	-	-	0.0%	
-	13010	11. Insurance Vehicle (EMS)	-		-	-	0.0%	
$ -		***SUBTOTAL - Insurance***	$ -	$ -	$ 44,985	$ 44,985	0.0%	
		F. VEHICULAR						
-	14101	1. Motor Fuel & Oil - Fire	-	-	-	-	0.0%	
-	14102	2. R & M - Vehicle-Fire	-	-	-	-	0.0%	
-	14201	3. Motor Fuel & Oil -EMS	-	-		-	0.0%	
-	14202	4. R & M - Vehicle-EMS	-			-	0.0%	
-	14002	5. R & M - Rescue-Boat	-		-	-	0.0%	
-	14001	6. Taxes & Licenses	-	-	-	-	0.0%	
$ -		***SUBTOTAL - Vehicular***	$ -	$ -	$ -	$ -	0.0%	
		G. BUILDINGS & GROUNDS						
-	15001	1. R & M Buildings	-		-	-	0.0%	
-	15002	2. Buildings - Supplies	-		1,000	1,000	0.0%	
-	15003	3. Buildings - Housekeeping Contract	-	-	-	-	0.0%	
-	15004	4. Grounds Keeping Contract	-		-	-	0.0%	
-	15005	5. Grounds Keeping Supplies/Maint.	-	-	-	-	0.0%	
-	15006	6. R & M Generator and Fuel	-		-	-	0.0%	
-	15007	7. Pest Control	-		-	-	0.0%	
-	15008	8. Small Equipment	-		-	-	0.0%	
$ -		***SUBTOTAL - Buildings & Grounds***	$ -	$ -	$ 1,000	$ 1,000	0.0%	

DEPARTMENT:

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #		Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
		H. MEDICAL EXPENSES						
-	16201	1. R & M Medical Equipment	-		-	-	0.0%	
-	16202	2. Medical Supplies (incl. drugs)	-		-	-	0.0%	
-	16203	3. Oxygen	-		400	400	0.0%	
-	16204	4. Linen Expense	-	-	-	-	0.0%	
-	16205	5. Medical Equip.Purchases *(specify below)*	-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
$ -		***SUBTOTAL - Medical Expenses***	$ -	$ -	$ 400	$ 400	0.0%	
		I. FIRE EXPENSES						
-	17101	1. R & M Fire Equipment	-	-	-	-	0.0%	
-	17102	2. Fire Supplies	-	-	-	-	0.0%	
-	17103	3. Fire Equip. Purchases *(specify below)*	-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
-			-	-	-	-	0.0%	
$ -		***SUBTOTAL - Fire Expenses***	$ -	$ -	$ -	$ -	0.0%	
		J. UTILITIES						
-	18002	1. Heating Fuel-LP Gas	-		1,400	1,400	0.0%	
-	18003	2. Electricity	-		2,700	2,700	0.0%	
-	18004	3. Water	-		-	-	0.0%	
-	18005	4. Cable TV	-		-	-	0.0%	
-	18006	5. Refuse Removal	-	-	-	-	0.0%	
-	18001	6. Utilities	-	-	-	-	0.0%	
$ -		***SUBTOTAL -Utilities***	$ -	$ -	$ 4,100	$ 4,100	0.0%	
		K. COMMUNICATIONS						
-	19201	1. Telephone - Station	-		600	600	0.0%	
-	19202	2. Telephone - Cellular	-		-	-	0.0%	
-	19203	3. Internet Service	-		-	-	0.0%	
-	19204	4. R & M Communications Equipment	-		-	-	0.0%	
-	19205	5. Comm.Equip. Purchases	-		-	-	0.0%	
-			-	-	-	-	0.0%	
$ -		***SUBTOTAL - Communications***	$ -	$ -	$ 600	$ 600	0.0%	

DEPARTMENT:

FY 2020-2021 BUDGET REQUEST
CARTERET COUNTY

Rev./Expend. Year to Date As of 12/31/19	Acct. #			Actual 7/1/18-6/30/19	Approved 19/20 Budget	Proposed 20/21 Budget	Amt. Change 19/20-20/21	% Change 19/20-20/21	Fire & EMS Comm. Recom. Budget
	L. CAPITAL PURCHASES		(Specify in Section VI)						
-	20001	1. Real Estate		-	-	-	-	0.0%	
-	20002	2. Building		-	-	-	-	0.0%	
-	20003	3. Vehicle-Fire		-	-	-	-	0.0%	
-	20004	4. Vehicle-EMS		-			-	0.0%	
-	20005	5. Other (specify below)		-	-	-	-	0.0%	
-				-	-	-	-	0.0%	
-				-	-	-	-	0.0%	
-							-	0.0%	
$ -		SUBTOTAL - Capital Purchases		$ -	$ -	$ -	$ -	0.0%	
	M. CAPITAL RESERVES		(Specify in Section VII if applicable)						
-	21001	1. Property fund		-	-	-	-	0.0%	
-	21002	2. Building Fund		-			-	0.0%	
-	21101	3. Truck Fund		-	-	-	-	0.0%	
-	21201	4. Ambulance fund		-	-	-	-	0.0%	
-	21103	5. Equipment Fund-Fire		-	-	-	-	0.0%	
-	21203	6. Equipment Fund-EMS		-	-	-	-	0.0%	
-	21003	7. Other		-	-	-	-	0.0%	
$ -		SUBTOTAL - Capital Reserves		$ -	$ -	$ -	$ -	0.0%	
	N. DEBT SERVICE		(Include existing and proposed debt service)						
-	22001	1. Real Estate		-	-	-	-	0.0%	
-	22002	2. Building		-		-	-	0.0%	
-	22101	3. Vehicle-Fire		-	-	-	-	0.0%	
-	22201	4. Vehicle-EMS		-		-	-	0.0%	
-	22003	5. Other-Interest		-	-	-	-	0.0%	
$ -		SUBTOTAL - DEBT SERVICE		$ -	$ -	$ -	$ -	0.0%	
$ -			TOTAL:	$ -	$ -	$ 218,356	$ 218,356	0.0%	
Recommendation of Fire & EMS Commission:			Yes		No				
			Date:						
			Ayes:		Nays				

XIII. MANAGER'S REPORT

County Manager Tommy Burns stated that he was going to give his time to Health Director Stephanie Cannon to provide an update. He shared a few updates as relating to County operations. He stated that they had met several times as a response to COVID-19; some of the changes that you'll see from the County in the next week is that we've decided to follow suit with the recommendations from the CDC by limiting contact. One of the things we're asking folks to do is use online pay sources to pay tax bills, water bills, and so forth. If they have to bring a payment, they can bring it to the drop box outside. We're asking them to call ahead if they have any issues that they feel need to be discussed face to face. We started doing some of that today and have found that the majority of issues, we're able to work out over the phone. If we do have to have them come in, we're going to try and do that by appointment. We're trying to do that to protect not only the citizens, but also the County staff as well. Mr. Burns shared that today, there were no problems at the Senior Center getting the home-delivered meals out – we were able to take individuals from different departments that were impacted by the school closures. For example, CCATS services; they've cut back to just the essential routes for medical dialysis and things like that. We're able to take some of those folks and help the Senior Center getting the home delivered meals out. We've made internal adjustments to make sure all of that's covered. From the operational side, some of the things you will see - limiting access, cancelled programs for Parks & Recreation; the regional library system will be closed tomorrow until further notice. We're trying to educate people about prevention and information about the virus and how it is spread. I wanted to provide Ms. Cannon some time to give a good update from the public health perspective.

Ms. Cannon shared that as of today, there have been 36 cases in North Carolina as of 5 o'clock. She stated that they anticipate these numbers to continue to increase over time. At this time, we do not have any confirmed COVID-19 cases in Carteret County. When this happens, they will make sure the public and the media are aware.

Right now, the State of North Carolina is focusing on containment and mitigation strategies to try and slow the spread of the disease. That's why you've heard the Governor announce a ban on any of the gatherings over 100 people and as of this afternoon, it sounds like he made a recommendation on gatherings over 50, but I don't think that's in the executive order – it's over 100 in the executive order. Right now, they have guidance online, I'll get with Ms. Bev Stone and provide guidance on any type of gatherings under 50. Social distancing, trying to put some space between you and the next person, that's something that's going to be very strongly encouraged and recommended. You've heard the President recommend no more than ten people be in a particular group at any given time. For the State, we have not heard that; that may be something they will be changing going forward. As of today, they are recommending anything over 50 be cancelled or postponed.

As you're out and meeting with people, if someone has a respiratory illness, we're really stressing to them, if they have a fever, cough, or shortness of breath and they think they may need to be seen by their doctor, we're encouraging them to call their doctor before showing up. That allows the doctors to be able to ask them some questions ahead of time. A lot of doctors have been advising patients to call a number and meeting them outside with a mask. Some doctors are screening patients outside before they even come in. By calling your doctor ahead of time, they are able to make sure they put on the appropriate PPE (personal protective equipment) to make sure they're protecting themselves and others. If someone does not have insurance or does not have a healthcare provider, they can call the Health Department and be seen through our Clinic as well. Again, we're going to follow what the State's testing guidance is to be able to determine if that person needs to be tested and then we will do that as appropriate. Again, please give the Health Department the same courtesy as you would your doctor – just give us a heads up and we'll be able to see patients with the need.

We're encouraging the public to continue their preventative measures, such as the handwashing, covering their coughs and sneezes with a tissue and then disposing of it immediately, cleaning and disinfecting of commonly touched surfaces, such as remotes, cell phones, door knobs, and light switches. Also, staying home when ill, that's really important. If you're not feeling well, and especially if you have fever, cough, or shortness of breath – that's really important for people to stay home and that's one of the key things we are stressing. Also, limit the time spent in large groups; that is also something that's very important.

To give an overview of what the Health Department is doing now - we're providing guidance to medical providers on testing criteria, infection prevention, and specimen collection. It seems to be about every two to three days, the State sends down new guidance so we send those out to the medical providers, then field any questions that they may have. We're fielding questions about COVID-19 from the public as well. We are working with the medical providers and Carteret Health Care to obtain specimens to be tested for COVID-19. We're checking State databases so any positive report would come into this one particular data system that we have and so we're checking that numerous times throughout the day to see if we've had any positive results and like I've said, to

date, we have not had any confirmed cases. We are continuing to call the medical providers – a lot of the labs are not required to report negative results so we're calling those providers to see if they've received any of those negative results.

We're maintaining contact with the State and the general public about any return travelers. We're assisting County and municipal agencies with questions related to operations and providing advice for staff.

We're working with the Carteret County Task Force to make plans for Carteret County Response Action, that's something we've been meeting twice a day – over the phone, not in person; we're meeting to discuss the plans that we're making for the upcoming week and the upcoming days. We're providing staff to assist the County with the call center line which is going to be open Monday through Friday from 8 am to 5 pm. We're answering questions from the public on actions they need to take if they've returned from hot spots, areas in the United States and overseas that have sustained transmission and all of this in addition to continuing our normal services.

Ms. Cannon stated that they are one of two O/B providers in the County – so if we don't see those patients, they only have one other place to go. We're still continuing to see our pregnant patients; we're still continuing to see our primary care services. We have tried to limit some of the different appointments that we have going forward to create more space to be able to see some of the sick folks so we're not doing as many physicals, or wellness update checks.

Ms. Cannon responded from questions from Commissioners.

Commissioner Comer asked about expectations of what's going to take place in the next 60-90 days. Ms. Cannon replied that she didn't think anyone has a really good idea of that, that's why they're trying to emphasize on cutting down on large gatherings and shutting down schools. They're trying to contain the spread of the disease. That's what we're hoping will work, but believes time will tell if that's going to be successful.

Commissioner Comer asked if there was an indicator out there where all the professionals are looking for that tells you it's time to start backtracking on everything that's been taking place in the last couple weeks – the ramping down process, when all is well – what tells you that you can start ramping down. Ms. Cannon stated she would think that seeing a decline in the number of new cases in the United States. She thought that would be a good indicator for when we've crossed over that peak. From what she has heard from the Federal and State level, they haven't reached the peak of this yet, so we're just on that little curve going up. She said that she would think, from looking at China and some of the other countries, when they've started to see a decline in the number of new cases, that's when you can tell that you're on the other side of it.

Commissioner Comer stated he's not in the medical field, but one case can turn into exponential cases pretty quickly. Unless it goes down to zero, how do you ever get out of this? Ms. Cannon shared that from what she understands, this isn't a problem that will

completely go away; it could be one of those things that is just simmering in the background. Again, she stated that she does not know how long they will be dealing with this; it is still to be determined from what she has read. Commissioner Comer stated that we should all take it seriously; he doesn't understand how you get out of it. He stated that he understands the curve, but if there are cases out there, why doesn't it just ramp right back up again. Ms. Cannon replied that she thought that's what they were trying to do, by shutting down schools, asking groups of over 100 to not meet, you won't have as much opportunity for it to spread – it will probably simmer in the background. In 2009 with the H1N1 flu pandemic, it was something new; we had a lot of cases, and we are still seeing cases of H1N1. There is still a lot to be discussed.

Commissioner Wheatly asked about our next closest case – is that in Craven County? Ms. Cannon confirmed. Commissioner Wheatly asked if she knew how many cases there are. Ms. Cannon replied that there was one that she was aware of, and then there was one in Camp LeJeune.

Commissioner Wheatly asked about when a person gets COVID-19, from the time that he gets tested – how long of a process is an average person infected by it? Is it five to seven days; is it two weeks? Is there any indication from some of the cases that have been overseas? Ms. Cannon stated the State recently released guidance; if you have somebody that's positive, what are guidelines to release them off of isolation. Ms. Cannon stated that she had not had a chance to review the information. That guidance clearly said if someone has a case, this is how long they have to be without symptoms and the criteria for them to be released off of isolation. Commissioner Wheatly shared that the flu normally lasted from five to seven-days on average, and wondered if it was similar. Ms. Cannon stated that she thought it varied person to person as to how long your symptoms stick around.

Commissioner Farrington asked about markers down the road, or things that are going to trigger things, with the schools... things are happening faster than we even imagined. Things like these places where they're testing people in the parking lots – all that is brought to you by the State – they notify you and say we're going to set this up – do they run that? Do we run that? How does that work? Ms. Cannon replied that this information is within the guidance that the State just sent out. The State right now has been encouraging, very strongly, that medical providers use LabCorp – a commercial lab – to do any testing. There's been a whole lot of talk about this drive-through clinic and drive-through testing. Without going into extreme detail, it's not like we have in the State, a huge amount of those specimen collection kits to do the testing. So, I think you've got to weigh that balance of do you reserve the tests that you have for the ones that meet the criteria, the ones most likely to have that; they do not recommend testing people who are asymptomatic. Commissioner Farrington stated that his main point was, when that trigger comes up, I was just curious as to who actually handles it; I assumed it was the State. They'll set it all up and then we'll just abide by what they tell us to follow. Ms. Cannon replied that one of the things she did see was that they were working with the healthcare coalitions – the closest one to us is in Greenville or Wilmington – so they're working with them to devise a plan for what that might look like if we get to that point.

Commissioner Cavanaugh shared that Commissioner Farrington had addressed his concerns.

Commissioner Mansfield stated that he had a bunch of questions; how many people have we tested so far in Carteret County that you're aware of? Ms. Cannon stated that she is aware of close to 30, and to put that into context, the providers, if they feel like somebody meets that screening/testing criteria, they are then responsible for filling out what is called a Person Under Investigation Form and they're responsible for faxing that over to us. Some are really good about that and some are not. That's what we know of, so there may be more out there. Commissioner Mansfield stated that he was trying to squash some rumors, and that is why he is asking the questions. Commissioner Mansfield asked if there had been adequate testing kits to perform those 30 tests. Ms. Cannon stated that she has not been aware of any situation where the provider had wanted to test, but could not get their hands on a specimen collection kit. Commissioner Mansfield asked about the guidelines as to who we will test – obviously if they're asymptomatic we would not test them? Ms. Cannon confirmed. Commissioner Mansfield inquired, if they're displaying no symptoms of the coronavirus – tightness of the chest, trouble breathing, a dry cough, possibly a runny nose, headache... Ms. Cannon stated that there are two different ways you can look at this. The first option is, if they have fever or cough or shortness of breath and they've had any contact, close contact, which is six feet or less for more than ten minutes, with a lab confirmed COVID-19 case. The State lab and LapCorps use the same type of testing criteria. They have to have fever and cough or shortness of breath and a negative flu test and there's no other likely diagnosis. Anybody who has the symptoms and has a negative flu test technically under the testing criteria, can get tested. Commissioner Mansfield asked if they test positive for influenza Type A, then that rules them out, they would not need to be tested for COVID-19; Ms. Cannon confirmed and explained that they have had that situation and under guidance from the State, they recommend going no further.

Commissioner Mansfield stated that you do not have to be on a ventilator to get tested? Ms. Cannon replied, no. Commissioner Mansfield stated that he asked that because he wanted to make sure everyone understands that is not part of the criteria; there are all kinds of rumors circulating throughout the community. Commissioner Mansfield stated that he wants to address these issues and try to keep people as calm as possible. Commissioner Mansfield asked who was responsible, he didn't know if it was Ms. Cannon's department, but there is a billboard on the old railroad property if you are coming off the Atlantic Beach bridge and going left onto Arendell Street, heading west on the right, it's an electronic billboard and it has a COVID-19 response on it – did we do that, or did they do that out of a Public Service Announcement ("PSA")? Ms. Cannon replied no; she had not seen it and it was not the Health Department. Commissioner Mansfield thanked the billboard company for doing that.

Commissioner Mansfield asked about the call center being open from 8:00 a.m. – 5:00 p.m., and asked when it will start? Ms. Cannon stated that she believed it started today.

Commissioner Mansfield asked if they will be able to answer any questions from the public for anything that they need? Ms. Cannon confirmed yes; they are using the script that they have, which is basically the Frequently Asked Questions list that the Department of Health & Human Services ("DHHS") has provided. They are updating it regularly on their website. If there are any medical questions, we're referring them to the nurses at the Health Department. Commissioner Mansfield asked if the majority of that information – you just mentioned one of them - is on the CDC's website, is on the State's health website, and there's actually a link on the Carteret County Health Department website that'll take you there to answer those same questions. Ms. Cannon confirmed and stated that from personal experience, the North Carolina Health and Human Services website is much easier to navigate than the CDC's website - great information and a lot of it. DHHS has done a great job; there's a little button that says, 'For Individuals and Families, Click Here', 'For Community Gatherings, Click Here', 'For Businesses and Employers, Click Here', so it's very intuitive; I personally like the DHHS website best.

Mr. Burns clarified that all of these resources and information was sent out today; there are two lines set up. One line is a general information line that you can call in, and you get a recorded message about COVID-19. On the other line, you're actually talking to a person with this script where they can walk you through these issues.

Commissioner Mansfield stated he had one other question on the guidelines; it doesn't matter what age they are, if they are displaying any of those symptoms or meet that criteria, doesn't matter whether they're under 60 or 20, they're all being tested. One of the Commissioners asked, what about the over 60. Ms. Cannon confirmed. Commissioner Mansfield stated that Ms. Cannon's task force group is meeting twice a day in the morning and the afternoon by conference call – Commissioner Mansfield asked Mr. Burns to make sure we are getting twice a day updates on our social media pages and on our website to what the latest numbers are – I know that's fluid and it's hard to keep up with – as the public searches for the information, he wants to make sure it's readily available so that everybody has the most accurate information to not let some of these rumors run so rampant.

Commissioner Mansfield brought up the meals that are being delivered, I know social distancing is good, but no contact is best so we need to request to the State that they exempt us from that requirement or we need to find another way so that when we deliver those meals, if somebody is displaying symptoms and they're quarantined, that we don't have them open up the door and even be six feet away; let's leave it there, leave, and let them open the door so we don't expose anybody to the virus. Ms. Cannon asked if he was talking about the Senior Center. Ms. Cannon stated that that is what they had discussed yesterday, to make sure that there was some distance between them. Commissioner Mansfield stated that he was not happy with some distance; he preferred no distance. Ms. Cannon stated she would speak with Ms. Lakisha Williams, the Senior Center Director to discuss. Commissioner Mansfield stated if not, we need to call the State; if that is a guideline or a requirement by that meal delivery, under these circumstances, that needs to be waived.

Commissioner Mansfield stated his other item would be about CCATS; I know they're going on essential trips, but making sure these people need to get to the grocery store are still able to get back and forth. Mr. Burns clarified that we're doing essential, medically-necessary trips only. Commissioner Mansfield stated that he would like to go on record that he doesn't agree with that, but will go with what you say.

Commissioner Mansfield stated that school wasn't let out for vacation; it was let out to keep people away from one another. They need to try and keep their children at home as best as they can – I know day care arrangements are tough on people and there are a lot of people facing a lot of challenges and there's a monetary crisis. Commissioner Mansfield stated that things are changing, and everybody's trying to do the best job they can do. On Friday, they recommended that we stay in school, 24 hours later, they cancelled it. Things are changing, things are evolving, but we need to prudent in stopping the spread of this virus – it's a silent killer.

Commissioner Farrington stated that he watched a lot of TV this week and a lot of the things that are going on. He asked Ms. Cannon about what she said – all of the things that you look for before you actually test somebody – that makes total sense. It is common sense. He thanked Ms. Cannon for all she is doing.

Commissioner Wheatly asked Ms. Cannon about a rumor; if somebody goes and gets tested, then their test comes back negative, is it still mandatory that they continue the 14-day quarantine. Ms. Cannon replied no; it was her understanding that if they are negative, they are released; the State is saying that you can discontinue the rest of that period.

Chairman Smith asked Ms. Cannon to share with her staff that they are all doing a great job.

Commissioner Farrington wanted to make one comment about the Senior Center – when we had the hurricane, that was a big issue when we had to turn the Senior Center into a shelter. We should try to do everything we possibly can to help out anybody. There's a lot of people in the Pine Knoll Shores area and on the beach, and certain areas all through the whole County that are kind of restricted - they're unable to drive and things like that. Commissioner Farrington stated that he appreciates the updates and appreciates the fact that we are able to do the Meals on Wheels program, and if we need to tweak it or whatever we need to do, let's try to figure that out.

XIV. APPOINTMENTS

Beaufort Board of Adjustment (County ETJ)
Commissioner Wheatly nominated Ms. Cynthia Long for appointment for a three-year "alternate" term; nomination carried.

Board of Equalization & Review
Commissioner Mansfield reappointed Mr. Larry Land for an additional one-year term, and also recommended his reappointment as Chairman; nomination carried.

Fireman's Relief Fund Board
Commissioner Robinson nominated Mr. Stuart Gilgo, Mr. Justin Gilgo, Mr. Shelby Freeman, Mr. William Stavenger, Mr. Michael Goodwin, Mr. Al Linden, Mr. Mike Lewis, Mr. Karl Bohmuller, Ms. Juanita Gaskill, and Ms. Margaret Riggs for two-year terms; nominations carried.

Marine Fisheries Advisory Board
Commissioner Robinson nominated Mr. Allyn Powell and Mr. John T. Salter for reappointments for additional three-year terms; nominations carried.

Waterways Management Committee
Commissioner Farrington nominated Mr. Bruce Rogers, Jr. as his Representative for an additional two-year term; nomination carried.

XV. COMMISSIONERS' COMMENTS

Commissioner Robinson encouraged the citizenry to follow the guidelines and directions of Public Health officials; looking at how fast this virus is spreading throughout the world; the world is certainly a smaller place. He shared that he was reminded of his great-grandmother and her brother who died during the Spanish flu epidemic of 1918, and several other people in Atlantic. It dawned on him this week – there wasn't even a highway that went there. So, we live in an area of a smaller world; people are transitioning in and out of here all the time, so I would encourage everybody to follow the guidelines and recommendations of public health officials and try to be as safe as they can be, and keep their families safe.

Commissioner Farrington thanked the employees of Carteret County and all they're doing. We have been updated since this all began; we got a really good update from Ms. Cannon at our Board of Education meeting last week. We're confident with our staff and just trying to make sure we do the right thing; it's all new to us. I am trying to keep my employees employed and everyone that's working for me right now, about 25 people, are all in good spirits and I'm not hearing anything out of the norm. We're trying to follow all of the practices that are being suggested – keeping things wiped down and trying to be smart. I have total faith in our County and where we live; we're very fortunate; there are a lot of people that came to the beach this weekend expecting to come to a festival; they all knew it was cancelled, but they still came to the beach. It was really nice to see families and that type of thing here – we just have got to get through this. I used to tell my daughter every time she left the house – be smart. We have got to be smart; we have got to use our heads and make sure we look after the elderly folks in Carteret County.

Commissioner Cavanaugh asked all the citizens to pray for Carteret County with this coronavirus coming on. We've got a couple of issues here – we're a tourist destination and we're also a retirement destination. With the weather warming, spring is going to be upon us next week, followed soon by Easter; we're going to have a very large transient population coming in and out of Carteret County over these warm weekends and these are folks coming from outside of Carteret County where there's already cases of coronavirus. They're going to be going to our restaurants, going shopping; there's a very

high probability of the contagion getting here. If it gets here, then we have to be really concerned about our retirees. There are a lot of folks in Carteret County – aged, requiring chemotherapy, a lot of heart disease in Carteret County because from all these retirees – just a lot of medical issues. This could become pretty bad. I'm really encouraged by the alertness of our Health Department and plans going forward – I urge everybody to really follow the guidelines – if you don't need to go out, don't go out. Don't travel if you don't need to travel. Again, I ask everybody to pray that this scourge passes us.

Commissioner Wheatly asked everybody to take the coronavirus seriously and follow the guidelines that are being set forth. Everybody knows what we've got to do, some of the habits that we've developed, we have to change. Like President Trump said, it was a habit of shaking hands and he was trying hard to break it and the media was nailing him for shaking hands – those things that are habitual, they are hard to break. I want to mention something that's really not in our wheelhouse – something to do with high school athletics on a tournament level and I wanted to see if we could, at some point in time, enter into a conversation with the school board to see if we could offer them support for trying to get these tournament-play, tournament-time where it would be more of a fair thing. But I don't think it's an appropriate time to bring it up, so I'm going to leave it to another time, another day. He thanked Chairman Smith, and stated that he really wanted to thank Ms. Cannon; I have called her since last Wednesday or Thursday on a daily basis, and she has been very nice and very informed and kept me up-to-date, and I've been able to answer questions from my friends and people that call me – that whole Department's done a great job. It's good to know we have the quality of employees in this County that we have.

Commissioner Mansfield stated it probably is not the appropriate time, but he agreed with Commissioner Wheatly; it is unfair for high school athletics for small schools at the 1A level to compete against schools at the private level that recruit. I think it's four out of the last five, or five out of the last six, that one of these charters or private schools that recruits individuals and provides scholarships, has won the State Championship at the 1A Level. It's inexplicable. If they're not going to abide by the same rules, they ought to have to play under the 4A classification in sports. I think East Carteret has been cheated out of several opportunities to advance far into possibly winning a State Championship; quite frankly, they've been robbed. Right now, I'm kind of in mourning. There are no sports. I've watched about every *30 for 30* I can watch right now because as I watch all the other news about the COVID-19. Like Commissioner Wheatly, I watch TV trying to learn as much as I can about this virus and at first, I thought it was some type of overreaction, but the more and more I research it, I think we need to overreact more. I think we need to take the guidance and the warnings of the Federal Government, the State Government, and we as a County try to disseminate that information down to our local populace. I wish we could put a dome around Carteret County and not let anybody out and not let anybody in, but as Commissioner Cavanaugh pointed out, we are a recreation resort, and retirement community and people move freely and often out of here. Our population of over 50 is probably about 65%, so the majority of our population is in that high-risk category. I told my children to curtail their travel, and not because they're younger. It's not going to necessarily affect them, but they could kill somebody's grandmother or

grandfather. It's not about you; it's about the other people. We are so used to having our way and doing what we want to do, and the rules apply to other people, not us; we need to be mindful and try to curtail the spread of this virus. It has been classified as a pandemic because it is spreading faster than most things. It will not kill most people, but if it spreads throughout the whole world, it's going to kill a lot of people. I do encourage you to use a restaurant, but get take-out, go through a drive-through, avoid the people; abide by social distancing. I'm learning a lot of new terms between Hurricane Florence and COVID-19 and I don't like them. Just when I thought we got out of the water, here we go again. This isn't just Eastern North Carolina, this is the whole world. Be patient with your State and Federal leaders; they're seeing things that they've never seen before. You can not hold someone responsible for a pandemic or a virus. I think now is a time we should come together and work as a nation and a world to try and prevent the spread of this virus to save as many people as we can. Be patient; it's not if we get it, it's when it comes. And we've got to manage that community spread, and that's going to be done by practicing social distancing and staying home as much as possible and trying to avoid large groups. Please be mindful.

Commissioner Comer stated that everyone had said a lot about it; one thing that hasn't been mentioned enough is overreaction and panic and anxiety. The things they're asking you to do are not that hard with the social distancing and staying out of crowds; keeping to yourself and in small groups. The hard part about that are the effects on local businesses; help where you can – the community is going to need the community to help out in any way they can. Another thing that hasn't been mentioned is – I'm with Commissioner Cavanaugh, I think we need to pray for the world because it is a pandemic; I'd really like a blessing to go out to all the medical personnel who sit on the front lines right now; they're basically the ones in the trenches standing ready to guard against what they can to prevent, what they can to treat, save; they're going to have some long, hard times ahead if this thing evolves like some of the predictions; say a prayer over your medical community. We really appreciate that you're there; we really appreciate the service you do all the time, but really the fact that you've been thrown on the front lines, we appreciate that, and extra prayers for that.

Chairman Smith shared his appreciation for all the employees and the fantastic job they're doing.

XVI. ADJOURNMENT

Motion: Commissioner Robinson made a motion to adjourn; seconded by Commissioner Farrington; **motion carried.**

Bill Smith, Chairman

Rachel Hammer, Clerk to the Board