



**REQUEST FOR BOARD ACTION**

ITEM NO. 4.

**DATE OF MEETING:** June 18, 2012

**REQUESTED BY:** Glenda Pridgen, Administrative Assistant

**SHORT TITLE:** Approval of Minutes: Budget Work Sessions with Departments; and Regular and Closed Session Meetings of May 21, 2012 and June 4, 2012.

**BACKGROUND:** N/A.

**SPECIFIC ACTION REQUESTED:** Review and approve the minutes.

**BUDGET WORK SESSION  
MAY 21, 2012**

The Pender County Board of Commissioners met in Budget Work Session with County Departments on Monday, May 21, 2012 at Scotts Hill Baptist Church, Cross Point Center, 185 Scotts Hill Loop Rd., Wilmington, NC.

Chairman Brown called the Work Session to order at 1:05 p.m. In attendance were: All Board members except Mr. Tate; County Manager/Clerk to the Board Mickey Duvall; Finance Officer Butch Watson; Deputy Clerk to the Board Glenda Pridgen; other staff and members of the Press and public.

Board members discussed and asked questions of each department.

The following departments reported:

**Elections**

Elections Director Dennis Boyle's comments and highlights included: His biggest increase is for salaries for one-stop workers; no big elections last year; a second primary this year; presidential election coming up this year; and HAVA grant request. Dr. Duvall and Mr. Boyles discussed some of the items that were decreased. Mr. Boyles explained why he needs the equipment line item and postage restored. Mr. Williams asked about the second primary and Mr. Boyles said it will be July 17<sup>th</sup> and it is at the State level.

**Public Buildings/Vehicle Maintenance**

Utilities Director Michael Mack and Administrative Officer Pat Simmons were in attendance. Dr. Duvall explained the line items which had been reduced and said he had deferred some larger items like the chiller and some heavy equipment. Discussion included: **Public Buildings**-HVAC; reroofing; paving; \$150,000 taken out of Maintenance; chiller having lived its life expectancy; \$20,000 reduction in the generator line item; fuel and gasoline; and request for an additional full-time Custodian. **Parks Grounds**-First year grounds were separated from the Planning Department; nothing too different from last year's budget; other capital equipment needed; line item decreases; and fuel is for vehicles and equipment. **Mosquito Control**-Purchasing used versus new backhoes; capital investments; lease purchase plan; Mosquito Control regulations changed this year; training and additional certifications for Mosquito sprayers; and Chicken Program. **Vehicle Maintenance**-A lot of aging fleet vehicles; lease purchasing will avoid maintenance of vehicles; and lease purchasing will have brand new warranties which will cover maintenance.

There was then discussion of other capital projects which included the condition of the Courthouse and York House sidewalks and renovation of the York House itself.

**Register of Deeds**

Register of Deeds Faye Prevatte said Dr. Duvall brought her budget in flat across the board. Dr. Duvall said he did bring some line items down, but everything pretty much stayed the same. Other discussion included: Making the part-time position full-time; using AE&P funds; upgrade of the office; everything now on-line; and the Register's budget being cut every year since FY 2007-08. There then ensued a discussion of Ms. Prevatte's salary. Ms. Prevatte said when she and the Sheriff came into office, it was the Commissioner's responsibility to set her salary but the County Manager set it and started her at the bottom of the pay scale. Ms. Prevatte listed her credentials and all she had done since she came into

office. Dr. Duvall said he and Ms. Parker had done a study of other counties Register of Deeds salaries and distributed the salaries to the Board. Ms. Parker gave her recommendation of what she the salary should be. Commissioners discussed Ms. Prevatte's request and thought it was a reasonable request but said they would like more time to make a decision on the amount. Mr. Ward instructed staff to find out what the County's last Register was making.

### **Cooperative Extension**

Dr. Duvall said Cooperative Extension's budget is pretty much flat from last year. Director Mark Seitz's comments and highlights included: State requests; Governor's proposed budget; positions funded by County and positions funded by State; sharing funding of some agents with other counties; County travel dollars versus State travel dollars; County Salaries versus State salaries. There was then discussion of the difference between Health and DSS salaries' funding versus Cooperative's.

### **ITS**

Dr. Duvall said we are running behind and asked that Mr. Harvey's presentation be tabled to June 4, 2012.

### **Tax Assessor**

Tax Assessor Tony Masiero was not available for the meeting. Tax Collector Barbara Murray was present to answer any questions. Dr. Duvall explained the Tax Assessor's budget remained pretty much flat from last year. He explained the requests he didn't recommend and the cuts came from looking at what had actually been use to-date from last year's line items. Mr. Brown asked if the 2011 amount was so much more because of revaluation and Dr. Duvall responded yes.

### **Tax Collector**

Dr. Duvall said there is not a lot of difference in Ms. Murray's budget from last year. Dr. Duvall and Ms. Murray discussed the Attorney line item; postage line item and advertising line item. Ms. Murray said she recommends adding all the advertising line item back.

### **Pender County School Board**

Schools Superintendent Dr. Terri Cobb, staff, and Board of Education members were present. Dr. Cobb distributed handouts, delivered a Power Point presentation and explained each topic. Dr. Cobb said this information is the best they have at this time and there are slight changes from the info distributed previously. The presentation was entitled "Pender County Schools 2012-2013 Local Budget Request", and included: A letter from the Chairman; Student Achievement Overview; North Carolina End-of-Grade Tests; Components of the ABCs at the K-8 Level; Components of the ABCs at the High School Level; Achievement Results - 2010-2011; Student Performance Compared with Other Districts-High School; Comparison of Base Population and Average Daily Membership 2011-2012 (ADM) with Other Districts; Funding Comparisons 2011-2012; 5-Year Facilities Planning; Local Funding and Student Enrollment, Current Expense & Capital Outlay, 2008-2012; Employee Salaries and Supplements; Reductions in State Budget; Combined State and Federal Reductions; Capital Outlay and Bonds; 2012-2013 Budget Drivers; 2012-2013 Budget Priorities; Budget Assumptions; Projected Impact of Reductions; 2012-2013 Funding Request – Current Expense-Personnel and Maintenance & Operations; Capital Outlay Request-Category I, Category II, Category III; 2012-2013 Total Local Budget Request; Moving Forward; and The Future of Our Community Begins Here. The entire presentation is on file with the permanent records in the Clerk to the Board's office. There was discussion and questions by Board members. Mr. Brown asked if they are looking at having to cut any teachers/teacher assistants and Dr. Cobb responded they can't say for sure until they get a full picture from the State. She said there will be an impact due to State cuts. Mr. Williams' comments included: He appreciates the School Board; at the end of the day, the Schools have

more cuts than any other agency; and he appreciates the Schools realizing the Board of Commissioners' position on funding. Dr. Duvall asked if there had been any update on lottery funding and Schools Finance Officer Betsy Chestnut said none other than what is included in the presentation. Dr. Cobb and Mr. Watson explained lottery funding for the past several years. Mr. Ward asked about Clerk of Court funds to the Schools and what direction they take for those funds. Dr. Cobb said court fines and forfeiture funds are used for nurses, staff development, classroom supplies, etc., and are figured into the regular budget. Mr. Ward addressed Chairman Catherine Herring saying he appreciates Dr. Cobb and Ms. Chestnut, they were very helpful getting information he asked for, and he asks for information when the public wants to know. Mr. Watson said he and David Smith of the Schools will look at fuel contracts and try to find ways to save money. Mr. Rivenbark said it is great to see improved test scores and accelerated graduation rates.

The Budget Work Session recessed at 4:00 p.m. The next Work Session is scheduled for June 4, 2012 at 1:00 p.m., before the Board's regular meeting.

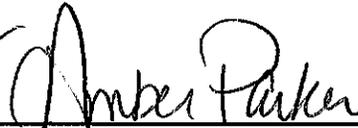
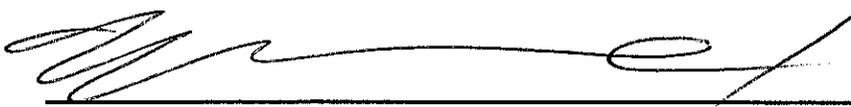
Respectfully Submitted,



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Glenda Pridgen, Deputy Clerk to the Board

Reviewed By:



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Mickey Duvall, Clerk to the Board/Amber Parker, Human Resources Director