

CURRITUCK COUNTY
NORTH CAROLINA
February 18, 2013

The Board of Commissioners met at 7:00 p.m. for its regularly scheduled meeting at the Historic Courthouse in the Commissioners Meeting Room with the following members present: Chairman Paul O'Neal, Vice-Chair Paul Martin, Commissioners Aydlett, Gilbert, Griggs, and McCord. Commissioner Petrey was absent.

A) Invocation

B) Pledge of Allegiance

The Reverend Daniel Bergey, was present to give the invocation.

C) Approval of Agenda

Commissioner Gilbert moved to approve the agenda as amended by adding to Consent Agenda, Appointment to Moyock Small Area Plan Committee. Commissioner Martin seconded the motion. Motion carried.

A) Invocation

B) Pledge of Allegiance

C) Approval of Agenda

D) Public Comment

Please limit comments to items not appearing on the regular agenda; please limit comments to 3 minutes.

Public Hearings

- A) **Public Hearing and Action:** PB 12-26 Currituck County: Request to amend to the Unified Development Ordinance, Chapter 4: Use Standards, Chapter 5: Development Standards, and Chapter 10: Definitions and Measurement, to clarify waste related uses.

Administrative Reports

- A) **Award Bid for Maple Park Expansion Phase 1 and authorize County Manager to sign Contract**
- B) **Consideration of License Agreement** between County of Currituck and Whalehead Preservation Trust and Currituck County Wildlife Museum for the operation of the Whalehead Club at Heritage Park

New Business

A) Board Appointments:

1. Appointment to Recreation Board
2. Appointment to Board of Adjustment
3. Appointment to Tourism Board
4. Appointment to Moyock Small Area Plan Committee

B) Consent Agenda:

1. Approval of January 22 and February 4, 2013, Minutes
2. Resolution Approving Water Shortage Response Plan
3. Approval of Quarterly Fiscal Monitoring Report for East Carolina Behavioral Health
4. Resolution to declare Sheriff vehicles as surplus

5. Department of Social Service request to purge certain files
6. Approval of Resolution supporting continued funding for the Museum of the Albemarle
7. Budget Amendments
8. Project Ordinance - Crawford Fire Station Addition

C) **Commissioner's Report**

D) **County Manager's Report**

Adjourn

D)Public Comment

Please limit comments to items not appearing on the regular agenda; please limit comments to 3 minutes.

Chairman O'Neal opened the public comment period.

Earl Rountree, Gates County, invited the citizens and Board to an event at the Museum of the Albemarle to salute all WWII survivors.

There being no further comments, Chairman O'Neal closed the public comment period.

Public Hearings

A) Public Hearing and Action: PB 12-26 Currituck County: Request to amend to the Unified Development Ordinance, Chapter 4: Use Standards, Chapter 5: Development Standards, and Chapter 10: Definitions and Measurement, to clarify waste related uses.

Ben Woody, Planning Director, reviewed the request.

The definitions and use standards below have been prepared by staff in order to clarify waste related uses in the new Unified Development Ordinance (UDO). This proposal would split the current uses of 'Recycling Center' and 'Salvage and Junk Yard' into four separate uses: 'Recycling Center, Processing', 'Recycling Center, Transfer', 'Salvage Yard', and 'Junk Yard'.

This proposal also modifies to the Use Table, creates/modifies the use standards for each of the four proposed uses, and updates the parking standards. Staff used other zoning ordinances, the North Carolina General Statutes, and discussion with Bissell Professional Group, to create the definitions and standards.

Currently, the UDO may classify 'Recycling Centers' as a 'Salvage and Junk Yard'.

Staff presented this proposal at the December Planning Board meeting and is now bringing it forward as a formal text amendment application to the new UDO.

The Planning Board **recommended approval** at their January 8, 2013 meeting as written, but with a change to 6(D) from a fully enclosed building to a 3-sided building. Motion carried unanimously.

PLANNING BOARD DISCUSSION (1-8-13)

Mr. Klebitz stated he is here in the interest of the citizens and someone who has worked with staff through this process in rewriting these new standards and definitions. Mr. Klebitz talked about the concerns he has with the language which is being presented in the packet. Mr. Klebitz talked about the definitions of a junk yard, salvage yard, recycling center, processing, and recycling center, transfer. Mr. Klebitz stated a salvage yard, recycling center, processing, and recycling center, transfer are limited to recyclable or recoverable materials; where as a junk yard handles junk or recoverable materials. Mr. Klebitz stated he thinks a salvage yard should be included in the language of junk. Mr. Klebitz talked about the standards for recycling center, transfer, specifically requiring the building to be fully enclosed.

Mr. Schaubach provided pictures of what a typical transfer station looks like. Mr. Schaubach is concerned with the language that the transfer station be fully enclosed. Mr. Schaubach provided an overview of what happens at a transfer station. Mr. Schaubach stated a door of this size will cost him approximately \$80,000 and does not see a need for one since it would remain open all day.

Mr. Schuler provided an explanation of why the building would need to be fully enclosed, and explained if the board wanted to allow for 3-sided buildings then staff recommends permitting the transfer stations with a use permit.

The Planning Board discussed a 3-sided building vs. a fully enclosed building, screening requirements, this request would be county wide, light vs. heavy manufacturing, and setbacks.

Mr. Klebitz stated that a fully enclosed industrial building may require a sprinkle system.

Mr. Schaubach stated a processing center would be fully enclosed, but not a transfer station.

Ms. Bell asked what is involved in a special use permit.

Mr. Schuler provided an overview.

Mr. Schaubach stated a use permit would not be an option for him.

PLANNING BOARD ACTION

Mr. Cooper moved to approve PB 12-26 as written but with a change to 6(D) from a fully enclosed building to a 3-sided building. Ms. Newbern seconded the motion. Motion carried unanimously.

PB 12-26 UDO AMENDMENT REQUEST

Amendment to the Unified Development Ordinance Chapter 4: Use Standards, Chapter 5: Development Standards, and Chapter 10: Definitions and Measurement to clarify waste related uses.

BE IT ORDAINED by the Board of Commissioners of the County of Currituck, North Carolina that the Unified Development Ordinance of the County of Currituck be amended as follows:

Item 1: That Table 4.1.1 Summary Use Table is amended by adding the following underlined language, deleting the strikethrough language, and renumbering accordingly:

TABLE 4.1.1: SUMMARY USE TABLE

PROPOSED UDO PROCEDURE: Z = Zoning Compliance Permit; U = Use Permit; MP = Allowed with Master Plan; blank cell = Prohibited

USE CATEGORY	USE TYPE	ZONING DISTRICT (CURRENT DISTRICT IN PARENTHESIS) [NOTE: OVERLAY OR SUB-DISTRICT REQUIREMENTS MAY FURTHER LIMIT USES]															ADDITIONAL REQ. (4.2.1.1)		
		RC	AG	SFM	SFO	SFR	SFI	MXR	CB	LB	CC	VC	LI	HI	PD-R	PD-M		PD-O	
INDUSTRIAL USE CLASSIFICATION																			
Waste-Related Services	Incinerator																	U	5.E.1
	<u>Junk Yard</u>																	<u>U</u>	5.E.2
	Landfill, land clearing and inert debris or construction debris													U	U				5.E.3
	Public convenience center/transfer station		U	U	U	U	U	U	U	U				U	U				5.E.4
	Recycling center													Z	Z				5.E.5
	Recycling center, processing														Z				5.E.5
	Recycling center, transfer													Z	Z				5.E.6
	Salvage and junkyard-Yard																	U	5.E.7
	Waste composting		U												U	U			

Item 2: That Section 4.2.5 Industrial Uses is amended by adding the following underlined language and deleting the strikethrough language:

E. Waste-Related Services

(2) Junk Yard

- A junkyard yard shall:
- (a) Not be placed within 1,000 feet of a residential zoning district, lot with a school, lot with a day care center, or a major arterial street right-of-way.
 - (b) Be screened in accordance with Section 4.3.3.P, Outdoor Storage (other than boats or vehicles).
 - (c) Not burn non-vegetative matter.
 - (d) Not engage in open dumping, disposal of toxic or hazardous matter, or stock piling of tires or batteries.

- (e) Ensure that disposal of garbage unrelated to motor vehicles is in an approved container that is regularly maintained.
- (f) Ensure drainage is adequate in order to prevent standing water.
- (g) Not allow weeds or other vegetation to exceed a height of 12 inches.
- (h) Ensure junk vehicles are arranged to permit easy access firefighting purpose.
- (i) Any lot with vehicles stored without current registration plates or having an amount of trash, either burnable or non-burnable, considered as excessive in the judgment of the administrator, shall be classified as a junk yard and will require the appropriate zoning and permits.

(5) Recycling Center, Processing

A recycling center, processing shall comply with the following standards:

- (a) The center shall be on a parcel with an area of at least five acres.
- (b) The center shall be located at least 250 feet from any residential district, schools, child care center, or major arterial street right-of-way.
- (c) Except for a freestanding office, no part of the center shall be located within 50 feet of any property line.
- (d) All processing of recyclable materials shall occur within a fully enclosed building.
- ~~(d e)~~ Recyclable materials stored outside shall be contained within a leak-proof bin or trailer, and not stored on the ground.
- ~~(e)~~ Only limited sorting, separation, or other processing of deposited materials shall occur on the site.
- (f) There shall be no collection or storage of hazardous or biodegradable wastes on the site.

(6) Recycling Center, Transfer

A recycling center, transfer shall comply with the following standards:

- (a) The center shall be on a parcel with an area of at least five acres.

- (b) The center shall be located at least 250 feet from any residential district, schools, child care center, or major arterial street right-of-way.
- (c) Except for a freestanding office, no part of the center shall be located within 50 feet of any property line.
- (d) All recyclable and recoverable materials shall be collected, sorted, and prepared for transfer within a fully enclosed building. Processing of the materials by briquetting, compacting, flattening, grinding, crushing, shredding, cleaning, or altering the materials is prohibited.
- (e) Recyclable or recoverable materials stored outside shall be contained within a leak-proof bin or trailer, and not stored on the ground.
- (f) There shall be no collection or storage of hazardous or biodegradable wastes on the site.

(7) Salvage and junkyard Yard

A salvage ~~or junkyard~~ yard shall:

- (a) Not be placed within 1,000 feet of a residential zoning district, lot with a school, lot with a day care center, or a major arterial street right-of-way.
- (b) Be screened in accordance with Section 4.3.3.P, Outdoor Storage (other than boats or vehicles).
- (c) Not burn non-vegetative matter.
- (d) Not engage in open dumping, disposal of toxic or hazardous matter, or stock piling of tires or batteries.
- (e) Ensure that disposal of garbage unrelated to motor vehicles is in an approved container that is regularly maintained.
- (f) Ensure drainage is adequate in order to prevent standing water.
- (g) Not allow weeds or other vegetation to exceed a height of 12 inches.
- (h) Ensure junk vehicles are arranged to permit easy access for firefighting purpose.

Item 3: That Table 5.1.3.C: Minimum Off-Street Parking Standards is amended by adding the following underlined language and deleting the strikethrough language:

TABLE 5.1.3.C: MINIMUM OFF-STREET PARKING STANDARDS

USE CATEGORY	USE TYPE	MINIMUM NUMBER OF PARKING SPACES
INDUSTRIAL USE CLASSIFICATION		
Waste-Related Services	Incinerator	See Section 5.1.3.E
	<u>Junk yard</u>	<u>1 per every 10,000 sf of outdoor area</u>
	Landfill, land clearing and inert debris or construction debris	See Section 5.1.3.E
	Public convenience center/transfer station	See Section 5.1.3.E
	Recycling center	3 per station
	<u>Recycling center, processing</u>	<u>1 per every 2,500 sf</u>
	<u>Recycling center, transfer</u>	<u>1 per every 2,500 sf</u>
	Salvage and junkyard yard	1 per every 10,000 sf of outdoor area
	Waste composting	See Section 5.1.3.E

Item 4: That Section 10.5: Definitions is amended by adding the following underlined language and deleting the strikethrough language:

RECYCLING CENTER, PROCESSING

~~A facility engaged solely in the storage, processing, resale, or reuse of recyclable and recovered materials.~~

A facility used for the collection and processing of recyclable and recoverable materials. Processing means the preparation of materials for efficient shipment, or to an end-user's specifications, by such means as briquetting, compacting, chipping, flattening, grinding, crushing, sorting, shredding, cleaning, and altering. A processing recycling center does not include salvage or junk yards.

RECYCLING CENTER, TRANSFER

A facility which recyclable or recoverable materials are collected, sorted, and prepared for transfer to another facility for processing. A transfer recycling center may not process by briquetting, compacting, chipping, flattening, grinding, crushing, shredding, cleaning or altering the materials.

SALVAGE AND JUNK YARD

~~An establishment where junk, waste, discarded, salvaged, or similar materials such as old metals, wood, slush, lumber, glass, paper, rags, cloth, bagging, cordage, barrels, containers, and the like, are brought, sold, exchanged, baled, packed, disassembled, stored, or handled, including used lumber and building material yards, housewrecking yards, heavy equipment wrecking yards, and yards or places where salvaged house~~

~~wrecking or structural steel materials are stored, handled, and sold. This definition includes automobile wrecking or automobile wrecking yards and establishments for the sale, purchase, or storage of secondhand cars, clothing, salvaged machinery, furniture, radios, stoves, refrigerators, or similar household goods and appliances, all of which shall be usable, nor shall it apply to the processing of used, discarded, or salvaged materials incident to manufacturing activity on the same site where such processing occurs.~~

An establishment primarily engaged in the storage, sale, dismantling or other processing of recoverable and recyclable materials which are not intended for reuse in their original forms, such as automotive wrecking yards, metal salvage yards, or paper salvage yards.

For the purposes of section 7.4, Flood Damage Prevention, any non-residential property used for the storage, collection, and/or recycling of any type of equipment, and including but not limited to vehicles, appliances and related machinery.

JUNKYARD

See “Salvage yard or Junkyard”.

JUNK YARD

An establishment or place of business which is maintained, operated or used for storing, keeping, buying or selling junk or recoverable materials.

For the purposes of section 7.4, Flood Damage Prevention, any non-residential property used for the storage, collection, and/or recycling of any type of equipment, and including but not limited to vehicles, appliances and related machinery.

JUNK

Old or scrap copper, brass, rope, rags, batteries, paper, trash, rubber, debris, waste, or junked, dismantled or wrecked automobiles, or parts thereof, iron, steel, and other old or scrap ferrous or nonferrous material. Junk does not include materials used for recycling purposes as part of an approved recycling center (processing or transfer).

RECYCLABLE MATERIALS

Materials which are capable of being recycled and which would otherwise be processed or disposed of as solid waste. Recyclable materials do not include residential or commercial solid waste, hazardous or toxic waste.

RECOVERABLE MATERIALS

Materials which the majority can be feasibly recycled, and has been diverted or removed from solid waste stream for sale, use, or reuse.

Item 5: The provisions of this Ordinance are severable and if any of its provisions or any sentence, clause, or paragraph or the application thereof to any person or circumstance shall be held unconstitutional or violative of the Laws of the State of North Carolina by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions which can be given effect without the invalid provision or application.

Chairman O'Neal opened the public hearing.

Clay Cartwright, requested that the setback from the highway be reduced and use the state language for junk yards.

David Klebitz, supports the 3 sided buildings for transfer only and definition for junk be added to salvage yard definition and also to reduce setback requirements.

H.D. Newbern, Aydlett, requested to keep setback definition and agreed to 3 sided building.

There being no further comments, Chairman O'Neal closed the public hearing.

Commissioner Aydlett moved to table for a work session.
Commissioner Gilbert seconded the motion. Motion carried.

Administrative Reports

A) Award Bid for Maple Park Expansion Phase 1 and authorize County Manager to sign Contract

Dan Scanlon, County Manager, reviewed the expansion phase of the project and funding.

Commissioner Aydlett, moved to award the bid to A.R. Chesson Construction Co., Inc. in the amount of \$2,467,164.00.
Commissioner Gilbert seconded the motion. Motion carried.

B) Consideration of License Agreement between County of Currituck and Whalehead Preservation Trust and Currituck County Wildlife Museum for the operation of the Whalehead Club at Heritage Park

Ike McRee, County Attorney, reviewed the agreement for the operation of the Wildlife Museum and operation of the Whalehead Club. This agreement is for 5 years.

Commissioner Gilbert moved to approve. Commissioner Griggs seconded the motion. Motion carried.

New Business

A) Board Appointments:

1. Appointment to Recreation Board

Commissioner Aydlett moved to appoint Steve Carletti. Commissioner Gilbert seconded the motion. Motion carried.

2. Appointment to Board of Adjustment

Commissioner Griggs moved to appoint Shay Ballance. Commissioner Gilbert seconded the motion. Motion carried.

3. Appointment to Tourism Board

Commissioner Griggs moved to appoint Wanda Beasley. Commissioner Martin seconded the motion. Motion carried.

4. Appointment to Moyock Small Area Plan Committee

Commissioner Gilbert moved to appoint Valerie Williams. Commissioner Aydlett seconded the motion. Motion carried.

B) Consent Agenda:

1. Approval of January 22 and February 4, 2013, Minutes
2. Resolution Approving Water Shortage Response Plan
3. Approval of Quarterly Fiscal Monitoring Report for East Carolina Behavioral Health
4. Resolution to declare Sheriff vehicles as surplus
5. Department of Social Services request to purge certain files
6. Approval of Resolution supporting continued funding for the Museum of the Albemarle
7. Budget Amendments
8. Project Ordinance - Crawford Fire Station Addition

Commissioner Martin moved to approve. Commissioner Gilbert seconded the motion. Motion carried.

RESOLUTION FOR APPROVING WATER SHORTAGE RESPONSE PLAN

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Water Shortage Response Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for the Southern Outer Banks Water System, has been developed and submitted to the Currituck County Board of Commissioners for approval; and

WHEREAS, the Currituck County Board of Commissioners finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the Southern Outer Banks Water System, as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Currituck County Board of Commissioners of the Southern Outer Banks Water System that the Water Shortage Response Plan entitled, Water Shortage Response Plan Southern Outer Banks Water in Currituck County dated February 18, 2013, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Currituck County Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

RESOLUTION

WHEREAS, the Board of Commissioners of Currituck County, North Carolina during its regularly scheduled meeting held on February 18, 2013 authorized the following, pursuant to GS 160A and 270(b) that the property listed below be disposed of by transferring to another governmental agency or selling by GovDeals auction.

Asset#	Description	Serial#
	1986 Chevrolet Truck	1GCH034J6GF35323
7225	1995 Chevrolet SUV	1GNEK13K5SJ363062
5260	2000 Ford Crown Vic	2FAFP71WOYX137380
5621	2002 Dodge Durango	1B4HS38N12F171089
5688	2003 Ford Van	1FMRE11283HB47201
6094	2006 Ford Crown Vic	2FAHP71W76X119013
6090	2005 Kodiak ATV	5Y4AJ15YX5A008718
6091	2005 Kodiak ATV	5Y4AJ15Y55A009193

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of County of Currituck reserves the right to reject any and all bids.

**RESOLUTION SUPPORTING CONTINUED FUNDING
FOR MUSEUM OF THE ALBEMARLE**

WHEREAS, Museum of the Albemarle serves a 13 county area that spans Northeastern North Carolina and is one of six divisional museums of the North Carolina Museum of History; and

WHEREAS, Museum of the Albemarle opened its first museum on May 29, 1967 in the old Highway Patrol building south of Elizabeth City; and

WHEREAS, the Museum is a regional resource center that houses historically significant regional artifacts and state-of-the-art displays and provide rare opportunities for inquiry and learning; and

WHEREAS, some of the current exhibits which are quite significant for our area include "Our Story; Life in the Albemarle", "Out of the Blue: Coast Guard Aviation", Under Both Flags: Civil war in the Albemarle"; and

WHEREAS, The Museum of the Albemarle has become a vital resource for our area.

NOW, THEREFORE, BE IT RESOLVED, that the Currituck County Board of Commissioners supports funding for continued operation of Museum of the Albemarle and requests the Governor and General Assembly to include full funding in the state's 2013-14 budget for Museum of the Albemarle.

<u>Account Number</u>	<u>Account Description</u>	Debit Decrease Revenue or Increase Expense	Credit Increase Revenue or Decrease Expense
51848-591001	CCMS HVAC/Griggs Gym HVAC	\$ 146,000	
51848-598002	Central Chiller Replacement	\$ 150,000	
51380-481000	Lottery Funds		\$ 296,000
		\$ 296,000	\$ 296,000

Explanation: School Construction Fund (51848) - Increase appropriations to record approval from the NC Department of Public Instruction to use lottery funds for the HVAC and Chiller replacements.

Net Budget Effect: School Construction Fund (51) - Increased by \$296,000.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
12541-587050	T T - County Govt Construction Fund Appropriated Fund	\$ 120,000	
12390-499900	Balance		\$ 120,000
		\$ 120,000	\$ 120,000

Explanation: Fire Services Fund (12) - Transfer funds to the County Governmental Facilities Construction fund for an addition to the Crawford Fire Station.

Net Budget Effect: Fire Services Fund (12) - Increased by \$12,000.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10790-532000	Supplies	\$ 700	
10790-516000	Maintenance & Repair		\$ 700
		\$ 700	\$ 700

Explanation: Library (10790) - Transfer funds to purchase Office 2010 for the staff computers in the Barco and Corolla libraries.

Net Budget Effect: Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10530-553000	Dues and Subscriptions	\$ 200	
10530-526000	Advertising		\$ 200
10530-536000	Uniforms	\$ 4,500	
10530-514500	Training and Education		\$ 4,500
		\$ 4,700	\$ 4,700

Explanation: Emergency Medical Services (10530) - To transfer funds for increases in dues and subscriptions and for uniforms for new hires for the remainder of this fiscal year.

Net Budget Effect: Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit		Credit	
		Decrease Revenue or Increase Expense		Increase Revenue or Decrease Expense	
10752-519004	ST/CO SPEC ASSISTANCE	\$	12,000		
10752-519005	STATE FOSTER CARE			\$	12,000
10752-519600	DAYCARE	\$	217,681		
10760-585000	DONATIONS	\$	7,733		
10760-585001	DONATIONS-CURR KIDS	\$	1,000		
10330-432800	DAYCARE			\$	217,681
10330-43100	DSS ADMIN			\$	14,759
10380-487000	DONATIONS			\$	1,114
10380-487001	DONATIONS CURR KIDS			\$	2,000
10390-499900	FUND APPROPRIATE BLANCE	\$	9,140		
		\$	247,554	\$	247,554

Explanation: PUBLIC ASSISTANCE (752) - Adjust to accommodate the amount of Special Assistance clients receiving benefits; Reflect State Funding Authorizations for the Daycare program. COUNTY ASSISTANCE (760)-Adjust to reflect the actual amount of donated funds received for Donations and Currituck Kids. REVENUE (330)-Adjust to the State Funding Authorizations for DSS Admin and Daycare funds.

Net Budget Effect: Operating Fund (10) - Increased by \$226,414.

<u>Account Number</u>	<u>Account Description</u>	Debit		Credit	
		Decrease Revenue or Increase Expense		Increase Revenue or Decrease Expense	
10531-545000	Contracted Services			\$	100
10531-514500	Training & Education	\$	100		
		\$	100	\$	100

Explanation: Emergency Management (10531) - Transfer funds for registration fee for NCEMA Spring conference.

Net Budget Effect: Operating Fund (10) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10750-590000	Capital Outlay Appropriated Fund	\$ 6,775	
10390-499900	Balance		\$ 6,775
		<u>\$ 6,775</u>	<u>\$ 6,775</u>

Explanation: *Social Services (10750)* - Increase appropriations to replace HVAC system in Social Services.

Net Budget Effect: Operating Fund (10) - Increased by \$6,775.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
66868-545000	Contracted Services		\$ 10,000
66868-553000	Dues & Subscriptions		\$ 2,000
66868-533800	Chemicals		\$ 2,000
66868-531400	Equipment Fuel		\$ 2,500
66868-513000	Utilities		\$ 2,000
66868-516000	Repairs & Maintenance		\$ 2,000
66868-514000	Travel		\$ 1,500
66868-532000	Supplies	\$ 5,500	
66868-531000	Gas, Oil, etc	\$ 8,000	
66868-590000	Capital Outlay	\$ 8,500	
		<u>\$ 22,000</u>	<u>\$ 22,000</u>

Explanation: *Southern Outer Banks Water System (66868)* - Transfer funds for operations for the remainder of this fiscal year and to replace one of the automatic meter readers that is not functioning.

Net Budget Effect: Southern Outer Banks Water System Fund (66) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
65858-545000	Contracted Services	\$ 8,000	
65858-561000	Professional Services		\$ 8,000
		\$ 8,000	\$ 8,000

Explanation: *Moyock Commons Sewer System (65858)* - Transfer funds for additional sewer pumping to take the existing Moyock Commons Plant offline.

Net Budget Effect: Moyock Commons Sewer Fund (65) - No change.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10510-516200	Vehicle Maintenance	\$ 18,526	
10380-484001	Insurance Recovery		\$ 18,526
		\$ 18,526	\$ 18,526

Explanation: *Sheriff (10510)* - Increase appropriations to record insurance proceeds to repair Sheriff vehicles.

Net Budget Effect: Operating Fund (10) - Increased by \$18,526.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
10440-502000	Salaries - Regular	\$ 13,000	
10440-505000	FICA	\$ 995	
10440-506000	Health Insurance	\$ 1,793	
10440-507000	Retirement	\$ 1,530	
10440-532000	Supplies	\$ 2,500	
10440-535000	Safekeeping Fees		\$ 700
10350-468000	Sale of Fixed Assets		\$ 1,800
10480-502000	Salaries - Regular		\$ 13,000

10480-505000	FICA	\$	995
10480-506000	Health Insurance	\$	1,793
10480-507000	Retirement	\$	1,530
		<u>\$</u>	<u>19,818</u>
		<u>\$</u>	<u>19,818</u>

Explanation: *Finance; Register of Deeds (10440;10480)* - Transfer funds from the Register of Deeds Department to the Finance Department to reclassify a Deputy Register of Deeds to an Accounting Clerk I and an Accounting Clerk I to an Accounting Clerk II and for initial set-up equipment for the additional Finance position.

Net Budget Effect: Operating Fund (10) - Increased by \$1,800.

<u>Account Number</u>	<u>Account Description</u>	Debit		Credit	
		Decrease Revenue or Increase Expense		Increase Revenue or Decrease Expense	
10460-592000	Courthouse Projects	\$	77,963		
10380-484001	Insurance Recovery			\$	77,963
		<u>\$</u>	<u>77,963</u>	<u>\$</u>	<u>77,963</u>

Explanation: *Public Works (10460)* - Increase appropriations to record funds received for insurance recovery from Hurricane damage to Public Buildings.

Net Budget Effect: Operating Fund (10) - Increased by \$77,963.

**COUNTY OF CURRITUCK
CAPITAL PROJECT ORDINANCE**

BE IT ORDAINED by the Currituck County Board of Commissioners, North Carolina that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION 1. The project authorized is an addition to the Crawford Fire Department in Shawboro, North Carolina.

SECTION 2. The following amounts are appropriated for the project:

Crawford Fire Department renovations	\$ 120,000
	\$ 120,000

SECTION 3. The following revenues are available to complete this project:

Transfer from Fire Services Fund	\$ 120,000
	\$ 120,000

SECTION 4. The Finance Director is hereby directed to report, on a quarterly basis, on the financial status of each project element delineated in Section 2 above.

SECTION 5. SPECIAL APPROPRIATIONS AND RESTRICTIONS

The Budget Officer is hereby authorized to transfer appropriations within the fund as contained herein under the following conditions:

- a. He may transfer amounts between object line items within the fund up to One Thousand dollars (\$1,000).

SECTION 6. CONTRACTUAL OBLIGATIONS

The County Manager is hereby authorized to execute contractual documents under the following conditions:

- a. He may execute contracts for construction or repair projects which do not require formal competitive bid procedures.
- b. He may execute contracts for (1) purchases of apparatus, supplies, and materials, or equipment which are within the budgeted departmental appropriations; (2) leases of personal property for a duration of one year or less and within budgeted departmental appropriations; and (3) services which are within budgeted departmental appropriations.
- c. He may execute contracts, as the lessor or lessee of real property, which are of a duration of one year or less which are within the budgeted departmental appropriations.

SECTION 7. USE OF BUDGET ORDINANCE

The Budget Officer and the Finance Director shall use this capital project ordinance for administration of the budget and for the accounting system.

C) Commissioner's Report

Commissioner Aydlett moved to send a letter of support for legislation to let school boards control the school calendar. Commissioner Martin seconded the motion. Motion carried.

Commissioner Gilbert reviewed the Moyock Small Area Plan meeting.

Commissioner McCord, commented on the fundraising event for the school baseball team.

Chairman O'Neal requested the County Manager to review the unemployment legislation proposed by the state.

D) County Manager's Report

No comments

Adjourn

There being no further comments, the meeting adjourned.