

**NORTHAMPTON COUNTY
REGULAR SESSION
May 5, 2014**

Be It Remembered that the Board of Commissioners of Northampton County met on May 5, 2014 with the following present: Robert Carter, Fannie Greene, Virginia Spruill, Chester Deloatch, and Joseph Barrett

Others Present: Kimberly Turner, Charles Vaughan, and Michelle Nelson

Agenda Work Session:

A 10-minute work session was held to discuss today's agenda items. There were no changes to the agenda.

Regular Session:

Chairman Carter called the meeting to order, welcomed everyone, and announced when citizens could make comments.

The Chairman delivered the Invocation and the Pledge of Allegiance was recited.

Approval of Regular Session Minutes for April 21, 2014:

A motion was made by Chester Deloatch and seconded by Virginia Spruill to approve the Regular Session Minutes for April 21, 2014. **Question Called: All present voting yes. Motion carried.**

Approval of Agenda for May 5, 2014:

A motion was made by Joseph Barrett and seconded by Fannie Greene to approve the agenda. **Question Called: All present voting yes. Motion carried.**

Roanoke-Chowan Housing Authority and Redevelopment Commission Honors:

Ms. Barbara B. Warmack, Executive Director of the Roanoke-Chowan Housing Authority and Redevelopment Commission, appeared before the Board to honor retiring Commissioner Mr. Marshall W. Grant. The Chairman of the Board, Mr. Johnnie Reid presented Mr. Grant with a plaque.

Chairman Carter thanked Mr. Grant for his long-term service on behalf of the Northampton County Board of Commissioners.

Ms. Warmack also requested that the Board recommend a new Commissioner.

Interim County Manager Kimberly Turner recommended Mr. Bobie Moss.

A motion was made by Virginia Spruill and seconded by Fannie Greene that Mr. Bobie Moss be appointed as a Commissioner to the Roanoke-Chowan Housing Authority and Redevelopment Commission. **Question Called:** *All present voting yes.* **Motion carried.**

2014 Audit Contract, Budget Amendments, ECBH Quarterly Report:

Mrs. Dot Vick, Finance Officer, appeared before the Board to seek approval to enter into an extension of the Service Agreement with the accounting firm of Martin Starnes & Associates, P.A. for fiscal year ending June 30, 2014.

Commissioner Barrett asked Interim County Manager Kimberly Turner if she approved the decision, because she did not sign the document to either concur or non-concur. Ms. Turner mentioned that she already discussed this matter with Mrs. Vick and she was in agreement with the decision.

A motion was made by Virginia Spruill and seconded by Chester Deloatch to enter into a contract with Martin Starnes & Associates, P.A. for fiscal year 2014 to audit Northampton County financial records, prepare the financial statements and assist with any accounting requirements. **Question Called:** *All present voting yes.* **Motion carried.**

Mrs. Vick also presented Journal Entries 57 and 58 before the board.

A motion was made by Fannie Greene and seconded by Joseph Barrett to adopt budget amendments 57 and 58. **Question Called:** *All present voting yes.* **Motion carried.**

Mrs. Vick also presented the quarterly report for East Carolina Behavioral Health (ECBH) for March 31, 2014. This report includes fiscal year 2012/2013 budget and actual.

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**



NORTHAMPTON COUNTY

Finance Department & Management Information Systems

Post Office Box 663

Jackson, North Carolina 27845

Finance Telephone (252) 534-1536 or (252) 534-5301

MIS Telephone (252) 534-6171

Fax (252) 534-1239

Dorothy E. Vick
Finance Officer

Bill Blanchard
Computer Systems Coordinator

TO: Northampton County Board of Commissioners

FROM: Dot Vick, Finance Officer D. V.

DATE: April 30, 2014

RE: Audit Contract for fiscal year 2014

PURPOSE:

The purpose of this decision paper is to seek the approval of the Board of Commissioners to enter into An extension of the Service Agreement (Contract) with the accounting firm of Martin Starnes & Associates, CPAs, P.A. for fiscal years ending June 30, 2014.

FACTS:

1. Martin Starnes & Associates have audited and prepared the County's financial statements for the past several years and have assisted the county with several issues including low fund balance, mid-year reviews and capital projects.
2. Martin Starnes & Associates are well qualified and have the appropriated staff to do the job.
3. Martin Starnes & Associates are familiar with Northampton County's financial status and have provided valuable financial advice to the County.
4. Martin Starnes & Associates are proposing the same fee schedule as submitted for fiscal year ending June 30 2013..
5. Martin Starnes & associates assisted with the GASB 34 implementation and have become very knowledgeable of the county's financial operation.

DISCUSSION:

Martin Starnes & Associated have provided the following fee schedule for fiscal year 2014:

Fiscal year ending June 30, 2014 \$44,500

RECOMMENDATION

:
Recommend that the Northampton County Board of Commissioners enter into a contract with Martin Starnes & Associates, CPA's for fiscal year 2014 to Audit Northampton County financial records, prepare the Financial Statements and assist with any accounting requirements. (Proposed contract attached)

Respectively submitted.

COORDINATION:

County Manager

Concur: _____

Concur with Comment: _____

Non-Concur _____

LGC-205 (Rev. 2013)

CONTRACT TO AUDIT ACCOUNTS

Of Northampton County, NC
Governmental Unit

On this 17th day of April, 2014, Martin Starnes & Associates, CPAs, P.A.

Auditor

730 13th Avenue Drive SE, Hickory, NC 28602

Mailing Address

, hereinafter referred to as

the Auditor, and Board of Commissioners of Northampton County, NC, hereinafter referred
Governing Board Governmental Unit
to as the Governmental Unit, agree as follows:

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit for the period beginning July 1, 2013, and ending June 30, 2014. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate discretely presented component units, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Circular A-133 and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated workpapers may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and/or workpapers are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).
3. This contract contemplates an unqualified opinion being rendered. If financial statements are not prepared in accordance with GAAP, or the statements fail to include all disclosures required by GAAP, please provide an explanation for that departure from GAAP in an attachment.
4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards*, the Auditor shall provide an explanation as to why in an attachment.
6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2014. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the Secretary of the LGC for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relates to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] The process for

Contract to Audit Accounts (cont.) _____ Northampton County, NC
(Name of Governmental Unit)

invoice approval has changed. All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent through the portal at: <http://nctreasurer.slgfd.leapfile.net>. Subject line should read "Invoice - only. The PDF invoice marked 'approved' with approval date will be returned by email to the Auditor for them to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

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

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards] _____
Audit \$35,500

Preparation of the annual financial statements \$10,500 _____

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. **The 75% cap for interim invoice approval for this audit contract is \$ 34,500**

10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.
11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include but not be limited to the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed prior to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.
13. The Auditor shall electronically submit the report of audit to the LGC when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements are used in the preparation of official statements for debt offerings (the Auditors' opinion is not included), by municipal bond rating services, to fulfill secondary market disclosure requirements of the Securities and Exchange Commission, and other lawful purposes of the Governmental Unit, without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless, another time frame is agreed to by the LGC.

The LGC's process for submitting contracts, audit reports and Invoices are subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>

In addition, if the OSA designates certain programs to be audited as major programs, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, signed and dated by all parties and pre-audited if the change includes a change in audit fee. This document and a written explanation of the change must be submitted by email in PDF format to the Secretary of the LGC for approval. The portal address to upload your amended contract and letter of explanation documents is <http://nctreasurer.slgfd.leapfile.net>. No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

Contract to Audit Accounts (cont.) _____ Northampton County, NC
(Name of Governmental Unit)

16. Whenever the Auditor uses an engagement letter with the Governmental Unit, Item 17 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 23 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.
17. Special provisions should be limited. Please list any special provisions in an attachment.
18. A separate contract should not be made for each division to be audited or report to be submitted. A separate contract must be executed for each component unit which is a local government and for which a separate audit report is issued.
19. The contract must be executed, pre-audited, physically signed by all parties and submitted in PDF format including Governmental Unit and Auditor signatures to the Secretary of the LGC. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net>. Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of September 4, 2013. These instructions are subject to change. Please check the NC Treasurer's web site at www.nctreasurer.com for the most recent instructions.
20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
22. The Auditor acknowledges that any private employer transacting business in this State who employs 25 or more employees in this State must, when hiring an employee to work in the United States, use E Verify to verify the work authorization of the employee in accordance with N.C.G.S. §64 26(a). The Auditor acknowledges further that any such private employer and its subcontractors must comply with all of the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (North Carolina's E-verify law), and that such private employer has a duty under the law to ensure compliance by its subcontractors. The Auditor further acknowledges that this contract is of the type governed by S.L. 2013-418, which makes it unlawful for a local government to enter into certain types of contracts unless the contractor and its subcontractors comply with North Carolina's E-verify law, and that failure to comply with such law could render this contract void. The Auditor hereby covenants, warrants and represents for itself and its subcontractors that with respect to this contract the Auditor and its subcontractors shall comply with the provisions of North Carolina's E-verify law and that failure to comply with such law shall be deemed a breach of this contract and may render this contract void.
23. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16.)
24. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:

Firm Martin Starnes & Associates, CPAs, P.A.

By Amber Y. McGhinnis, Audit Manager

(Please type or print name)



(Signature of authorized audit firm representative)

Email Address of Audit Firm:

amcghinnis@martinstarnes.com

Date April 17, 2014

Governmental Unit Signatures:

By Robert Carter, Chairman

(Please type or print name and title)

(Signature of **Mayor/Chairperson** of governing board)

Date _____

Date Governing Body Approved Audit Contract - G.S. 159-34(a)

Date: _____

Unit Signatures (continued):

By N/A

(Chair of Audit Committee- please type or print name)

(Signature of Audit Committee Chairperson)

Date N/A

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

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

Dorothy E. Vick, Finance Director

Governmental Unit Finance Officer (Please type or print name)

(Signature)

Email Address of Finance Officer

dot.vick@nhcnc.net

Date _____

(Preaudit Certificate must be dated.)



SYSTEM REVIEW REPORT

May 22, 2012

Martin, Starnes & Associates, CPAs, PA and the
Peer Review Committee, North Carolina Association
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Martin, Starnes & Associates, CPAs, PA (the firm) in effect for the year ended December 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Martin, Starnes & Associates, CPAs, PA, in effect for the year ended December 31, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin, Starnes & Associates, CPAs, PA has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

Raleigh
4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9265
919 783 8937 FAX

Durham
3511 Shannon Road
Suite 100
Durham, North Carolina 27707

919 354 2564
919 489 8183 FAX

Pittsboro
10 Sanford Road
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX

57

BOARD APPROVED

58

PREPARED BY Mary Bradley POSTED BY Mary Bradley APPROVED BY Kimberly Jean
DATE 04/24/14 04/29/14 BOARD APPROVED 4/30/14



NORTHAMPTON COUNTY

Finance Department & Management Information Systems

Post Office Box 663

Jackson, North Carolina 27845

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Dorothy E. Vick
Finance Officer

Bill Blanchard
Computer Systems Coordinator

INFORMATION PAPER

TO: Northampton County Board of Commissioners

FROM: Dot Vick *D. Vick*
Finance Officer

DATE: April 29, 2014

RE: ECBH Quarterly Fiscal Monitoring Report

As required by GS 122C-117 3(c) the finance officer is required to present the quarterly Monitoring Report to the Board of Commissioners within 30 days of the end of the quarter.

Attached you will find the quarterly report for East Carolina Behavioral Health (Mental Health) for March 31, 2014. This report includes budget verses actual. It also includes fiscal year 2012/2013 budget and actual.

Also included is the 2013/2014 budget and actual .
County Appropriations including ABC funds are listed by county along with estimated fund balance appropriation for both budget year.

Northampton County contributes to ECBG monthly with ABC Board funds disbursed at the end of the fiscal year.

Quarterly Fiscal Monitoring Report - DMHDDSAS

LME / MCO NAME: East Carolina Behavioral Health FOR THE PERIOD ENDING: 3/31/2014
 # of month in the fiscal year (July = 1, August = 2, ..., June = 12) =====> 9

1. REPORT OF BUDGET VS. ACTUAL

Basis of Accounting:		Cash	(1)	(2)	(3)	(4)	(5)	(6)
(check one)		Accrual	PRIOR YEAR		CURRENT YEAR			
ITEM			2012-2013					
			BUDGET	ACTUAL	BUDGET	ACTUAL	BALANCE	ANNUALIZED
						YR-TO-DATE	(Col. 3-4)	PERCENTAGE **
REVENUE								
Service Fees from LME-Delivered Services								
Medicaid Pass Thru			3,200,000	392,454	400,000	36,728	363,272	12.24%
Interest Earned			98,849	396,598	500,000	337,248	162,752	89.93%
Rental Income			77,028	70,874	77,028	85,992	(8,964)	148.85%
Budgeted Fund Balance * (Detail in Item 4, below)					6,400,000	-		
Other Local			54,500	129,393	125,000	18,933	106,067	20.20%
Total Local Funds			3,430,377	989,319	7,502,028	478,901	623,127	8.51%
County Appropriations (by county, includes ABC Funds):								
Beaufort County			173,599	173,599	173,599	86,800	86,799	66.67%
Bertie County			49,390	49,390	49,390	35,843	13,547	96.76%
Camden County			24,226	23,700	24,246	12,540	11,706	68.96%
Chowan County			32,478	33,954	32,478	24,476	8,002	100.48%
Craven County			276,827	277,100	276,827	205,857	70,970	99.15%
Currituck County			60,300	62,611	60,300	47,221	13,079	104.41%
Dare County			390,369	399,885	339,948	52,500	287,448	20.59%
Gates County			39,434	39,119	29,700	21,000	8,700	94.28%
Hertford County			83,750	87,677	83,750	65,119	18,631	103.67%
Hyde County			12,414	12,650	12,414	6,650	5,764	71.42%
Jones County			23,906	23,868	27,506	17,542	9,964	85.03%
Martin County			51,962	54,962	51,962	48,462	3,500	124.35%
Northampton County			81,614	81,614	81,614	58,210	23,404	95.10%
Pamlico County			33,593	33,934	33,593	25,789	7,804	102.36%
Pasquotank County			92,506	95,864	92,506	71,181	21,325	102.60%
Perquimans County			29,406	29,810	29,406	22,234	7,172	100.81%
Pitt County			595,500	624,772	595,500	471,765	123,735	105.63%
Tyrell County			9,906	10,732	9,906	6,537	3,369	87.99%
Washington County			29,562	27,956	29,228	16,114	13,114	73.51%
Total County Funds			2,090,742	2,143,196	2,033,873	1,295,840	738,033	84.95%
LME Systems Admin. Funds (Cost Model)								
DMH/DD/SAS Administrative Funds (% basis)			4,356,292	4,128,981	3,965,628	2,998,818	966,810	100.83%
DMH/DD/SAS Risk Reserve Funds (% basis)			0	0	0	0	-	
DMH/DD/SAS Services Funding			40,127,044	37,827,333	38,918,402	27,105,780	11,812,622	92.86%
DMA Capitation Funding			169,341,905	176,568,989	176,265,424	131,631,418	44,634,006	99.57%
DMA Risk Reserve Funding			3,501,585	3,603,452	3,597,254	2,686,355	910,899	99.57%
Other State/Federal Funds			692,372	565,274	463,260	99,122	364,138	28.53%
Total State and Federal Funds			218,019,198	222,694,029	223,209,968	164,521,493	58,688,475	98.28%
TOTAL REVENUE			223,540,317	225,826,543	232,745,869	166,296,234	60,049,635	95.27%
EXPENDITURES:								
System Management/Administration/Care Coordination								
LME Provided Services			23,209,060	18,266,927	27,474,084	14,912,013	12,562,071	72.37%
Provider Payments			0	0	0	0	-	
Merger Expenses			198,681,945	177,098,692	204,016,595	129,632,342	74,384,253	84.72%
MCO Start-Up Expenses			0	0	0	0	-	
All Other			0	0	0	0	-	
TOTAL EXPENDITURES			1,649,313	1,246,056	1,255,190	747,339	507,851	79.39%
			223,540,317	196,611,675	232,745,869	145,291,694	87,454,175	83.23%
CHANGE IN CASH BALANCE								
				29,214,868		21,004,540		
Beginning Unrestricted Fund Balance								
Balance in DMH/DD/SAS Risk Reserve				22,423,126		44,348,843		
Balance in DMA Risk Reserve				4,494,346		7,193,494		
Current Estimated Unrestricted Fund Balance and percent of budgeted expenditures			19.84%	44,348,843	28.08%	65,353,412		
2. CURRENT CASH POSITION								
			(1)	(2)	(3)	(4)	(5)	Allowance for
			30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS	TOTAL	Uncollectible
Accounts Payable (Accrual Method)				-				Receivables
Account Receivable (Accrual Method)				-				
Current Cash in Bank				97,155,837				
3. SERVICE EXCEPTIONS (Provided Based on System Capability)								
Services authorized but not billed								
4. DETAIL ON BUDGETED FUND BALANCE								
					Budgeted	Year-to-Date	Balance	%
Payments to Providers								
MCO Start-up Expense								
LME Merger Expense								
Other (List): Additional State Service Funds					5,400,000	0	5,400,000	
Other (List): Medicaid Reinvestment					1,000,000	0	1,000,000	

Proposed Changes to Fee Schedule:

Mr. Jay Watson re-appeared before the board to gain approval to update the Code Enforcement Permit Fees Schedule. The current fee schedule went into effect in April 2001 and has not been updated since then.

Commissioners Spruill and Greene felt that the higher fees would be a burden to the citizens.

Commissioner Barrett had questions concerning Mr. Watson's request of asking citizens for a contract prior to starting any work/construction on their home. Mr. Barrett had done some research with Halifax, Hertford, and Bertie County which do not require a contract. Mr. Barrett wanted to know why Mr. Watson felt it was necessary to require this information. Mr. Barrett also asked if this was a State requirement, and why our county requires a contract when no other county does.

Mr. Watson mentioned that asking for a contract is not a State requirement, but by asking for this information, he felt that he will be protecting the homeowner as well as his agency. The contract ensures that a licensed contractor is working on the homeowner's house.

Chairman Carter called for two separate motions from the Board. One motion would be for the approval of the fees, and one would be for approval to request a contract from the citizens.

A motion was made by Virginia Spruill and seconded by Fannie Greene to approve the attached fee schedules for one and two family dwellings and other than one and two family dwellings to more adequately recover the costs of operating and maintaining the services the Code Enforcement Office (Building Inspections Department) provides to its citizens. **Question Called: All present voting yes. Motion carried.**

A motion was made by Virginia Spruill and seconded by Joseph Barrett to continue with the contract as instituted with the Code Enforcement Office for at least twelve months, and reevaluate after the twelve month period. **Question Called: All present voting yes. Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

Northampton County Code Enforcement Department

Decision Paper

To: Northampton County Board of Commissioners

From: Jay Watson, Northampton County Code Enforcement

Date: May 5, 2014

Subject: Propose changes to the Code Enforcement Permit Fee Schedule

Purpose: To secure the approval of the Northampton County Board of Commissioners to update the Code Enforcement Permit Fees Schedule to more accurately reflect current expenses and costs associate with enforcement of state statutes, rules and regulations and local ordinances with regards to issuance of permits and the performance of inspections.

Facts:

1. The current fee schedule went into effect on 20 August, 2001.
2. Over the last 13 years gasoline, salaries, training and certification costs, and office expenses have increased. State mandate requirements for additional paperwork and verifications before the issuance of permits have increased.
3. The current schedule charges the same fees for commercial and residential projects. This does not accurately reflect that most commercial projects require more inspections per trade than the residential projects.
4. The proposed schedule creates a new category for commercial fees. These fees are based on the value of the work being performed.
5. The current renovation building permit cost is \$30.00 regardless of the scale or value of the work to be completed and inspected. The new fee schedule uses the square footage of the renovation to determine the permit fee.
6. All surrounding counties update their fee schedules to keep pace with rising costs.

Recommendation:

We hereby request the Northampton County Board of Commissioners approve the attached fee schedules for One and Two Family Dwellings and Other than One and Two Family Dwellings to more adequately recover the costs of operating and maintaining the services the Code Enforcement Office (Building Inspections Department) provides to its citizens.

**BUILDING CONSTRUCTION AND MOBILE HOME
FEE SCHEDULE
EFFECTIVE AUGUST 20, 2001**

THE NORTHAMPTON COUNTY BOARD OF COMMISSIONERS HAS APPROVED THE FOLLOWING FEE SCHEDULE TO BECOME EFFECTIVE AUGUST 20, 2001 FOR BUILDING CONSTRUCTION AND MOBILE HOMES.

PERMIT	COST
Building Registration	
Heated area	\$ 0.24/sq. ft
Unheated area	\$ 0.14/sq. ft
Minimum Permit, \$500-\$7500 construction cost	\$ 30.00
Projects over \$2 million max. Permit cost	\$8,000.00
Homeowner's Recovery Fund (HRF) for each construction or alteration	\$ 10.00
Electrical	
0-200 amps	\$ 50.00
201-400 amps	\$ 60.00
401-800 amps	\$ 70.00
801-1200 amps	\$ 100.00
Over 1200 amps	\$100 plus \$5.00 for each additional 100 amps
Mechanical	\$ 40.00
Plumbing	\$ 40.00
Insulation	\$ 40.00
Mobile Home Registration	
Single Wide	\$ 100.00
Double Wide	\$ 180.00
Outdoor Advertising Sign	\$ 200.00
Swimming Pools	\$ 50.00
On-site Consultations	\$ 25.00
Fire Inspections (Commercial/Business)	
Up to 5,000 sq. ft.	\$ 50.00
5,001-10,000 sq. ft.	\$ 70.00
Over 10,000 sq. ft.	\$ 100.00
Mandated Inspections	
Rest Homes	\$ 50.00
Day Cares	\$ 50.00
Family Care Homes	\$ 50.00
Schools	\$ 40.00
Foster Care Homes	\$ 40.00
Assembly Tents and other temporary structures	\$ 40.00
Re-Inspection Fee	
Applicant will be allowed one (1) re-inspection to correct items that failed on initial inspection	\$ 25.00
Penalty for building without a permit or setting up a Manufactured Home without a permit	Normal permit fee, plus same amount for penalty

NORTHAMPTON COUNTY

PERMIT FEES FOR OTHER THAN ONE & TWO FAMILY DWELLINGS

General Fees Applicable to Each Type of Permit

Administrative Inspection Fund:	1.0% of permit fee	\$2 minimum
Inspections Outside of Normal Business Hours:	\$50.00/hr.	2 hour minimum

Building Permit

Plan Review Fee: \$100.00

Building Permit Fee: \$50.00 Minimum or \$4.00 per \$1,000 of construction cost or fraction thereof.
Construction cost will be calculated by multiplying the "Building Valuation Data" chart as published in the *Building Safety Journal*, a publication of the International Code Council, by .8 or the contracted price, whichever is greater.

Tent Permit Fee	\$30 per tent + Fire permit
Communications Towers	\$100.00 + Electrical permit

Electrical

Electrical Permit Fee: \$50.00 Minimum or \$4.00 per \$1,000 of construction cost or fraction thereof
whichever is greater.

Safety Check	\$50
Swimming Pool	\$50
Temporary Service/Pole	
Up to 200 amps	\$50
201 to 400 amps	\$70
401 amps and up	\$70 + \$5/100 additional amps

Fire Code

Fire Alarm Permit Fee, Fire Suppression Permit Fee -: \$50.00 Minimum or \$4.00 per \$1,000 of construction cost or fraction whichever is greater. (includes Underground Fire Service Mains, Sprinklers & Hoods)

Temporary Place of Assembly	\$100.00
Day Care/Educational/Institutional:	
up to 5000sqft	\$50.00
more than 5000sqft and up to 10,000sqft	\$75.00
more than 10,000sqft.	\$100.00

Mechanical/Fuel Gas

Mechanical Permit Fees: \$50.00 Minimum or \$4.00 per \$1,000 of construction cost or fraction thereof
whichever is greater.

Fuel Gas Piping: \$50.00 minimum or \$4.00 per \$1,000 of construction cost or fraction thereof whichever is greater.

Plumbing

Plumbing Permit Fees: \$50.00 Minimum or \$4.00 per \$1,000 of construction cost or fraction thereof
whichever is greater.

Mandatory State Inspections:

Alcohol Permit Inspection	\$50.00
Fire: Compliance Inspections	
Educational:	\$50.00 (public and private)
Day Care:	\$50.00
Hazardous:	\$100.00
All Other:	\$50.00

NORTHAMPTON COUNTY

PERMIT FEES FOR OTHER THAN ONE & TWO FAMILY DWELLINGS (cont.)

Violation/Penalty Fees: Apply to All Permits including Fee Waived Permits

Violation/Penalty—work without a permit an additional 100% of applicable permit fee + \$100 Penalty Fee

Violation/Penalty Fees shall be assessed in the following circumstances:

Work improperly covered without authorization

Requested inspections NOT READY (work not complete, door locked etc.)

Allowed one (1) per PROJECT without charge.

Reinspection Fees:

First Included with full permit fee

Second \$50

Third \$75

Fourth & Over \$100

Stop Work Order Removal \$75

Renewal of Expired Permit Allowed once per full permit fee

Requires issuance of new permit and payment of permit fee of \$50.00 or 25% of original permit fee, whichever is greater, within six (6) months of permit expiration.

Certificate of Occupancy (not associated w/building permit) \$30.00

Notes: All fees must be paid before power released and/or Certificate of Occupancy/Completion released!

Minimum permit fees include two (2) inspections Rough In and Final. Additional inspections charged at Reinspection fees.

Inspections are scheduled 24 hours in advance by calling 252-534-5171.

When requesting inspections please provide:

*Property Owner's Name

*Street Address of Project or Permit Application Number

*Type of Inspection Requested

* Contact Telephone Number

NORTHAMPTON COUNTY
PERMIT FEES FOR ONE & TWO FAMILY DWELLINGS

General Fees Applicable to Each Type of Permit

Administrative inspection Fund:	1.0% of permit fee	\$2 minimum
Inspections Outside of Normal Business Hours:	\$50.00/hr	2 hour minimum

Plan Review Fees: Due with Plan Submittal

New Construction	\$25
Accessory Structure	\$10

Building: \$50.00 minimum

New Construction	\$.25/sqft	\$50 minimum
Renovations/Remodels:		
0-400sqft	\$50	
401sqft and larger	\$.25/sqft	

Manufactured Homes:

Single Wide	\$50 + applicable trades
Double Wide	\$150 + all trades
Triple Wide	\$250 + all trades

Modular Homes

On frame and off Frame	\$.25/sqft + all trades
Demolition	\$50

Energy Conservation Permit Fee:

0-3000sqft	\$50
3001sqft and larger	\$.04/sqft
Additions Only less than 300sqft	\$35

Swimming Pool Permit Fees:

In ground	\$100 + electrical and plumbing permits
Above Ground	\$50 + electrical permit

Electrical \$50.00 Minimum

Electrical Permit Fees:	
Up to 200 amps	\$50
201 to 400 amps	\$70
401 amps and up	\$70 + \$5/100 additional amps
Upgrade/Service Change	Same as above
Swimming Pools	\$50
Temporary Power Fee	\$50 + Request for Temporary Power Application
Saw Service/Temp Power Pole	\$50

Mechanical/Fuel Gas \$50.00 Minimum

Mechanical Permit Fees:	
First Unit	\$50
Each Additional Unit	\$10
Fuel Gas Piping:	\$50

Plumbing \$50

Miscellaneous

Onsite Consultations	\$25
Compliance Inspections	\$50
Pyrotechnics	\$200
Tents	\$50
Certificate of Occupancy/Completion	\$30 when not associated w/permit
Copies	\$.25/copy \$1.00 minimum
Research	\$50/hr Half hour minimum

Effective 1 June 2014

NORTHAMPTON COUNTY

PERMIT FEES FOR ONE & TWO FAMILY DWELLINGS (cont.)

Mandatory State Inspections

Fire Compliance Inspections \$50

Enforcement

Violation/ Penalty Work without a permit an additional 100% of applicable permit fee + Penalty Fee

Penalty Fee:

Contractor \$100

Homeowner \$50

Violation/Penalty Fees shall be assessed in the following circumstances:

Work improperly covered without authorization

Requested inspections **NOT READY** (work not complete, door locked etc.)

Allowed one (1) per **PROJECT** without charge.

Reinspection Fees:

First Included with full permit fee

Second \$50

Third \$75

Fourth & Over \$100

Stop Work Order Removal \$50

Renewal of Expired Permit Allowed once per full permit fee

Requires issuance of new permit and payment of permit fee of \$50.00 or 25% of original permit fee, whichever is greater, within six (6) months of permit expiration.

Notes: All fees must be paid before power released and/or Certificate of Occupancy/Completion released!

Electrical, Energy Conservation, Mechanical and Plumbing Permits include 2 inspections.
Additional inspections charged at reinspection rates.

Inspections are scheduled **24 hours in advance** by calling **252-534-5171**.

When requesting inspections please provide:

*Property Owner's Name

*Street Address of Project or Permit Application Number

*Type of Inspection Requested

* Contact Telephone Number

Notes for RESIDENTIAL FEE COMPARISON

1. Took information from all stick built home permits issued between 1 July 2012 and 30 June 2013 and determined the average square footage built during that time frame.
2. Used the following information to compare with other jurisdictions.
 - a. Average Construction Cost - \$240,127
 - b. Electric Service Size 200amps
 - c. Heated Square Footage: 2471
 - d. Unheated Square Footage 1096
 - e. Average Number of Baths 2.5
3. Fees Per County (Highest to Lowest)

a. Vance	1,487.73	2012
b. Gates	1,428.85	2005
c. Edgecombe	1,188.52	2012
d. Northampton	1,101.75	2014
e. Nash	1,067.32	2012
f. Hertford	985.91	1999
g. Halifax	896.61	2013 * Looking to raise rates again
h. Warren	826.79	2005
4. Our proposed fees fall in the midrange of those jurisdictions that increased fees after 2011.

RESIDENTIAL FEE COMPARISON										
STICK BUILT \$240,127 200AMP 2.5BTHS ¹	CURRENT 2001	2014	PROPOSED	HALIFAX 1-Sep-13	GATES 5-Nov-07	HERTFORD 1999	WARREN 1-Aug-05	EDGECOMBE 4-Sep-12	NASH 1-Jul-12	VANCE 2-May-12
Htd sqft: 2471	593.04					617.75	494.20			
Unhtd sqft: 1096	153.44					164.40	164.40			
Building Permit Fee	746.48	891.75	677.73	1,070.10	1,070.10	782.15	658.60	891.75	891.75	891.75
Electrical Permit Fee	50.00	50.00	50.00	109.60	109.60	50.00	40.00	50.00	55.00	55.00
Insulation Permit Fee	40.00	50.00	60.00	75.00	75.00	40.00	40.00	75.00	INC	INC
Mechanical Permit Fee	40.00	60.00	50.00	100.00	100.00	40.00	40.00	80.00	55.00	55.00
Plumbing Permit Fee	40.00	50.00	50.00	60.00	60.00	64.00	40.00	80.00	55.00	55.00
Total Fees Due	916.48	1,101.75	896.61	1,428.85	1,428.85	985.91	826.79	1,188.52	1,056.75	1,487.73

Fees figured using \$ per building square footage

Fees figured using a sliding square footage scale²

Fees figured using \$50 for 1st Bath and \$15 for each additional Bath

Fees figured using Minimum plus a per Fixture charge

Fees figured using Panel Rated Amps times \$.25

Notes: ¹ Took information from all stick built home permits issued between 1 July 2012 and 30 June 2013 to determine the average gross, heated and unheated square footage, electrical service size, and number of bathrooms of a residence built in Northampton County.

² Vance uses a chart based on gross building square footage to determine fees.

Ms. Jody Riddle, UCPCOG, Area Agency on Aging Director, appeared before the Board to present an overview of the Home and Community Care Block Grant. In her presentation, Ms. Riddle included maps to show services and citizens that are currently being served.

Vice-Chairwoman Greene would like for Ms. Riddle to come back before the board. Chairman Carter is interested in bringing the conversation back up. He would like Ms. Riddle to meet with Interim County Manager Turner, and involve Finance Officer Dot Vick.

Chairman Carter called for a three minute break.

After the break, County Attorney Vaughan asked for a closed session.

A motion was made by Chester Deloatch and seconded by Joseph Barrett to recess regular session for a closed session. **Question Called: All present voting yes. Motion carried.**

A motion was made by Chester Deloatch and seconded by Virginia Spruill to enter into a closed session for the purpose of G.S.143-318.11(a)(3). **Question Called: All present voting yes. Motion carried.**

Closed Session-G.S. 143-318.11(a)(3)

A motion was made by Virginia Spruill and seconded by Joseph Barrett to adjourn closed session. **Question Called: All present voting yes. Motion carried.**

A motion was made by Chester Deloatch and seconded by Joseph Barrett to reconvene regular session. **Question Called: All present voting yes. Motion carried.**

A motion was made by Virginia Spruill and seconded by Fannie Greene to recess regular session to enter into the Board of E&R. **Question Called: All present voting yes. Motion carried.**

Board of Equalization and Review:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to conduct the Northampton County Board of Equalization and Review. Mrs. Allen administered the oath of office to the Board.

Mrs. Allen then opened up the Board of Equalization and asked if there were any citizens who would like to make an appeal of value.

Chairman Carter announced that the Board will be in recess until 2:00 p.m. on May 19, 2014. The Board will continue to receive appeals until that date, and they request that the appeals be in writing and presented to the Clerk to the Board of Equalization and Review, Mrs. Cathy Allen.

A motion was made by Joseph Barrett and seconded by Fannie Greene to recess the Board of E&R. **Question Called: All present voting yes. Motion carried.**

A motion was made by Joseph Barrett and seconded by Fannie Greene to reconvene regular session. **Question Called: All present voting yes. Motion carried.**

Ad Valorem, Late Applications for Present Use, and Solid Waste Appeal:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain approval to release or refund Ad Valorem taxes assessed in the amount of \$2,668.54 on twenty-one appeals.

A motion was made by Chester Deloatch and seconded by Joseph Barrett to approve the request to release or refund Ad Valorem taxes on the twenty-one appeals for \$2,668.54. **Question Called: All present voting yes. Motion carried.**

Mrs. Allen also asked the Board for their action concerning the late application for Present Use Value for Willis E. Martin on parcels 03-00011 and 13-00066.

A motion was made by Virginia Spruill and seconded by Joseph Barrett that the Board follow the advice of the County Attorney for a written opinion from the North Carolina Attorney General on parcels 03-00011 and 13-00066. **Question Called: All present voting yes. Motion carried.**

Mrs. Allen also asked the Board for their action concerning the late application for Present Use Value for James E. Jr. and Stephanie B. Tillery on parcel 07-02467.

A motion was made by Virginia Spruill and seconded by Fannie Greene to deny the late present use application on parcel 07-02467. **Question Called: All present voting yes. Motion carried.**

Mrs. Allen also asked the Board for their action concerning the late application for present use value for James G. Robertson, Sr. on parcel 13-01359.

A motion was made by Virginia Spruill and seconded by James Barrett to deny the late present use application on parcel 13-01359. **Question Called: All present voting yes. Motion carried.**

Mrs. Allen also asked the Board for their action concerning a solid waste appeal of parcel 06-00496 owned by Mr. Kim Goode.

Mr. Goode was present and pleaded his case before the Board. Mr. Goode's waste container was stolen in July of 2013. Mr. Goode was not sure who to contact initially. He was able to get in touch with Waste Industries, then Public Works, who finally directed Mr. Goode to the Tax Department. It was January 2014 when Mr. Goode received his new waste container. Mr. Goode is asking for a refund of \$85.25 for solid waste fees for the time period of July 2013 to January 2014.

A motion was made by Fannie Greene to deny the release of the six months of annual solid waste fees. **Question Called: All present voting yes. Motion carried.**

Appointment to the Northampton County Economic Development Board:

Mr. Gary Brown, EDC Director, appeared before the Board to recommend the reappointment of Mr. Doug Hughes to the Northampton County Economic Development Commission, for a term to expire on January 31, 2017.

A motion was made by Fannie Greene and seconded by Chester Deloatch to recommend that the Board appoint to the Northampton County Economic Development Commission, Mr. Doug Hughes, District 5, for a term of appointment expiring January 31, 2017. **Question Called: All present voting yes. Motion carried.**

Preservation Proposals for Register of Deeds Records:

Mrs. Pauline Deloatch appeared before the Board to obtain approval of C.W. Warthen Company in conjunction with RecordSave/Etherington Conservation Services and Northampton County to provide professional services to the Register of Deeds for the preservation of the permanent records maintained by the Register of Deeds.

The total cost to perform the conservation for eight Deeds and Mortgages Books is \$17,240.00.

Mrs. Deloatch mentioned that the cost would come out of the Register of Deeds automation fund which can only be used for the purpose of preservation.

A motion was made by Fannie Greene and seconded by Joseph Barrett to accept the bid for \$17,240.00 to redo eight more Deeds and Mortgages books. **Question Called: All present voting yes. Motion carried.**

Mrs. Deloatch also asked to obtain approval of the Board for C.W. Warthen Company in conjunction with RecordSave/Etherington Conservation Services and Northampton County to provide professional services to the Register of Deeds for the storage of the permanent records maintained in the office of the Register of Deeds.

Mrs. Deloatch recommended housing records in three mobile storage carriages. The cost of the system will be \$16,489.00. Mrs. Deloatch reminded the Board that there are enough funds in the automation fund for the storage carriages as well.

A motion was made by Virginia Spruill and seconded by Chester Deloatch that the recommendation for the shelving for the Register of Deeds office be adopted. **Question Called: All present voting yes. Motion carried.**

CPTA Board of Directors Reappointment, Request Date and Time for Public Hearing-HCCBG, and Management Matters:

Ms. Kimberly Turner, Interim County Manager, appeared before the Board to reappoint Ms. Rebecca Bayse to the CPTA Board of Directors for a two year term.

A motion was made by Fannie Greene and seconded by Chester Deloatch to reappoint Ms. Rebecca Bayse to the CPTA Board. **Question Called: All present voting yes. Motion carried.**

Ms. Turner also asked the Board for a date and time to hold a public hearing to receive public comment on the Home and Community Care Block Grant.

Chairman Carter asked the Clerk, Michelle Nelson for a date and time. May 19th at 1:05 p.m. was given.

A motion was made by Virginia Spruill and seconded by Joseph Barrett that the date of May 19th, time of 1:05 p.m. be set for the public hearing. **Question Called:** *All present voting yes.*
Motion carried.

Under management matters, Ms. Turner brought up a previous issue to remake the plaque at the Department of Social Services building. The price to correct the plaque would be \$1,474.86. This request was tabled at the April 21st meeting. Ms. Turner mentioned that there is no money in the budget for this project, and the fee would have to come from Contingency.

There was a discussion about other options for the plaque. One was to remove the errant name from the plaque instead of remaking it. Ms. Turner mentioned that she had already looked into this option, and the company that would remake the plaque could not simply remove the name.

County Attorney Vaughan wants to investigate the removal of the name from the plaque. He feels it can be done. He will do this at no cost to the County.

Ms. Turner also brought up an issue to increase the bond to the tax administrator from \$25,000.00 to \$100,000.00.

A motion was made by Fannie Greene and seconded by Joseph Barrett to approve the increase. **Question Called:** *All present voting yes.* **Motion carried.**

Ms. Turner also reminded the Board that they asked her to do some research in reference to appropriating additional funding of \$66,000.00 to the Lake Gaston Weed Control Council. Ms. Turner mentioned that after receiving the audit, she spoke with Finance Officer Dot Vick. Mrs. Vick advised that if additional funding was appropriated, the money will have to come from the fund balance.

The general consensus of the Board is to table the issue until they can check with Mrs. Vick to see what the fund balance would be before moving forward. The issue will be tabled until the next regular session.

Finally, Ms. Turner requested that the Board hold their first budget work session on May 15, 2014 at 10:00 a.m. The general consensus from the Board is to hold the work session at this date and time.

Citizens/Board Comments:

Mr. Carter called for citizens comments.

Mr. Floyd Joyner made a comment about education issues. He is concerned about Northampton County building a new High School, and was inquiring if the Board of Commissioners and the Board of Education have plans to build the school.

Chairman Carter replied that the Board has submitted a plan to the Board of Education, and have not heard back from them.

Mr. Carter called for Board comments.

None were heard.

A motion was made by Chester Deloatch and seconded by Joseph Barrett to recess for lunch.

Question Called: *All present voting yes.* **Motion carried.**

A motion was made by Chester Deloatch and seconded by Virginia Spruill to convene a closed session for the purpose of G.S. 143-318.11(a)(6). **Question Called:** *All present voting yes.*

Motion carried.

Closed Session-G.S. 143-318.11(a)(6):

A motion was made by Chester Deloatch and seconded by Joseph Barrett to adjourn closed session. **Question Called:** *All present voting yes.* **Motion carried.**

A motion was made by Chester Deloatch and seconded by Fannie Greene to reconvene regular session for a work session. **Question Called:** *All present voting yes.* **Motion carried.**

Mrs. Marcenda Rogers, HR Director came before the Board to obtain approval for health insurance quotes, and presented comparisons between the county's current policy and two other companies.

Mrs. Rogers recommended staying with our current policy, whose fees have decreased.

A motion was made by Virginia Spruill and seconded by Fannie Greene to approve the current policy. **Question Called:** *4 yes (Commissioners Barrett, Spruill, Greene, and Carter), 1 no (Commissioner Deloatch).* **Motion carried.**

Commissioner Barrett brought up an issue about the burden of retirees. He feels the county should not pay the percentage that it currently does for medical benefits.

Ms. Turner suggested to have the new County Attorney research the matter.

A motion was made by Chester Deloatch and seconded by Fannie Greene to adjourn. **Question Called:** *All present voting yes.* **Motion carried.**

Michelle Nelson, Clerk to the Board

"r.m. 05-5-14"