



**REGULAR SESSION OF THE PAMLICO COUNTY
BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 8, 2026**

<u>P.M.</u>	<u>NAME</u>	<u>SUBJECT</u>
7:00	Chairman Heath	Call Meeting to Order Invocation Pledge of Allegiance Approve Proposed Commissioner's Meeting Agenda for September 8, 2026 (Additions and/or deletions to the Agenda)

Approval of the minutes for:
• August 17, 2026 Regular and Closed Session Minutes

Public Comment Period:

Each speaker is asked to limit comments to three (3) minutes. Direct your comments to the full board, not to an individual Board member or staff member. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. The Public Comment period shall not exceed a total of fifteen minutes, unless the Board entertains a successful majority vote to extend this period.

CONSENT AGENDA

1. 26-27-038 Request for approval of Budget Amendments
2. 26-27-039 Request for approval of Untimely Application for Elderly Exclusion
3. 26-27-040 Request for approval to Appoint Leslie Kellenberger to the Trillium Health Board
4. 26-27-041 Request for approval from the Water Department for General Consulting Services from the Wooten Group for FY 2026-2028
5. 26-27-042 Request for approval from Finance Officer to sign FY 2026-27 Agreement Addendums to implement 2nd year of the Enterprise Fleet Management Plan
6. 26-27-043 Request for approval from Clinical Services Director to Enter into an Agreement with Nutrition Plus

CORRESPONDENCE AGENDA

7. 26-27-044 Request for approval of Resolution Establishing the Pamlico County Tourism Development Board
8. 26-27-045 Request for approval from the Water Committee to Purchase a Tractor
9. 26-27-046 Request for approval from the Water Committee to Install Mixer on Reelsboro Water Tower
10. 26-27-047 Request for approval of Joint Resolution to Waive All Tolls and Fees Affecting NC Ferry Routes for Locally Registered Vehicles
11. 26-27-048 Request for approval for Kathy Wall of a 6% pay increase for completing the NCDOR - Tax Administration Course
12. 26-27-049 Discussion Request: Request for approval of NC Forestry Budget Adjustment Letter
13. 26-27-050 Discussion Request: Public Comment Period
14. 26-27-051 Request for Closed Session to Discuss Attorney/Client Privilege Information and Personnel § 143-318.11.(a)(3)(6)

County Commissioner, County Attorney, County Manager and Finance Officer time and closed session if applicable.



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 17, 2026**

The Pamlico County Board of Commissioners met in regular session on Monday, August 17, 2026, at 7:00pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Candy Bohmert, Doug Brinson, Kari Forrest, Ken Heath, Thomas Mills and Ed Riggs were present. Also present were County Attorney Dave Baxter, County Manager Mark Brewington, Finance Officer Alex Showalter and Clerk to the Board Tracy Boyd. Commissioner Carl Ollison was not present.

Chairman Heath called the meeting and led the assemblage in the Pledge of Allegiance.

Chairman Heath asked if there were any corrections, additions, and/or deletions to the agenda; Commissioner Riggs made a motion, and seconded by Commissioner Brinson and unanimously approved to add Item 13: Closed Session to discuss Economic Development §143-318.11(a)(4) to the Correspondence Agenda.

On a motion made by Commissioner Riggs and seconded by Commissioner Bohmert, the following resolution was unanimously approved.

BE IT RESOLVED, the Proposed Commissioner's Meeting Agenda for August 17, 2026, is hereby approved as amended.

Chairman Heath asked if there were any corrections, additions, and/or deletions to the August 3, 2026 Regular and Closed Session Minutes. Commissioner Forrest requested one correction, then on a motion made by Commissioner Bohmert and seconded by Commissioner Forrest, the following resolution was unanimously approved.

BE IT RESOLVED, the August 3, 2026 Regular and Closed Session Minutes are hereby approved as amended, and the Chairman's signature is authorized thereon.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Bohmert and seconded by Commissioner Riggs, the following resolutions were unanimously approved.

BE IT RESOLVED, the following FY26-27 Budget Amendment(s) are hereby approved.

[26-27-026]

Department: Health

#27-001

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100211-435132	LCS/LTECH Assist Revenue	\$ 5,149.00	
105132-529000	Departmental Supplies	\$ 5,149.00	

Reason for Budget revision: Enhances ability of local health departments to deliver essential services and core needs.

Department: Health

#27-002

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100211-435554	719 Bridge EPI/IMM Revenue	\$ 22,118.00	
105114-529000	Departmental Supplies	\$ 11,059.00	
105114-531000	Travel	\$ 11,059.00	

Reason for Budget revision: Funding to insure Health Department is prepared and capable to respond to the communities needs and emerging health threats by investing in workforce and resources to meet the foundational services areas and needs of the community.

Department: State Opioid

#27-003

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
104943-512100	Salaries & Wages	\$ 90,258.00	
104943-512600	Salaries & Wages P/T	\$ 76,811.00	
104943-518100	FICA Expense	\$ 10,847.00	
104943-518101	Medicare Expense	\$ 2,339.00	
104943-518200	Retirement Expense	\$ 13,700.00	
104943-518210	401K Employer Contribution	\$ 3,000.00	
104943-518300	Group Insurance	\$ 15,914.00	
104943-518600	Workers Comp	\$ 200.00	
104943-519900	Contracted Services	\$ 550,000.00	
104943-529000	Departmental Supplies	\$ 4,457.00	
104943-539500	Training	\$ 3,500.00	
104943-555000	Capital Outlays	\$ 82,016.00	
100200-433180	Opioid Appropriation	\$ 853,042.00	

Reason for Budget revision: Roll-Forward of unspent Opioid Appropriation Revenue not spent or received in FY26.

Department: Clinic – Telehealth Grant

#27-004

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105140-512100	Salaries & Wages	\$ 53,810.00	
105140-518100	FICA Expense	\$ 4,307.00	
105140-518101	Medicare Expense	\$ 4,220.00	
105140-518200	Retirement Expense	\$ 1,000.00	
105140-518210	401K Employer Contribution	\$ 910.00	
105140-518300	Group Insurance	\$ 5,800.00	
105140-519900	Contracted Services	\$ 42,071.00	
105140-529000	Departmental Supplies	\$ 1,101.00	
105140-531000	Travel	\$ 6,084.00	
105140-537000	Advertising	\$ 16,812.00	
105140-538100	Programming	\$ 4,910.00	
105140-549000	Dues	\$ 24,873.00	
100211-435137	Telehealth Grant Revenue	\$ 165,898.00	

Reason for Budget revision: Roll-Forward of unspent Telehealth Grant Revenue funds not spent or received in FY26.

Department: Recreation – Alliance Park Project

#27-005

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
106120-535100	M&R Grounds	\$ 17,500.00	
100000-439900	Fund Balance Appropriation	\$ 17,500.00	

Reason for Budget revision: Roll-Forward of expense associated with the Alliance Baseball Electrical Project approved in FY26 that was not completed until FY27.

Department: Health

#27-006

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105151-519900	Contracted Services	\$ 37,056.00	
100600-400000	Miscellaneous Revenues	\$ 37,056.00	

Reason for Budget revision: This is in relation to rolling forward HRSA subrecipient expenses.

BE IT RESOLVED, the request for approval of Reappointment of Robert Sadler to the ABC Board, is hereby approved. [26-27-027]

BE IT RESOLVED, the request for approval of the Updated Social Media Policy, is hereby approved. [26-27-028]

BE IT RESOLVED, the request for approval for Requesting Content for Digital Sign Advertising Policy, is hereby approved. [26-27-029]

BE IT RESOLVED, the request for approval from Clinical Director to Enter into an Agreement with Ellkay, LLC for Health Record Migration Services, is hereby approved. [26-27-030]

BE IT RESOLVED, the request for approval from Clinical Director of ECU Health Community Connect (EPIC) Electronic Health Record Agreement, is hereby approved. [26-27-031]

BE IT RESOLVED, the request for approval from Sheriff's Office of RFP Selection of Cornerstone for the Detention Center Security Systems Upgrade, is hereby approved. [26-27-032]

The Board then turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Bohmert and seconded by Commissioner Mills, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of Pamlico County Ambulance Services Agreement FY 2026/2027, is hereby approved. [26-27-033]

On a motion made by Commissioner Bohmert and seconded by Commissioner Forrest, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of Pamlico County Public Record Request Policy, is hereby approved. [26-27-034]

On a motion made by Commissioner Bohmert and seconded by Commissioner Riggs, the following resolution was unanimously approved.

BE IT RESOLVED, the request to approve authorization to move forward to Establish a Countywide Fire Service District, is hereby approved. [26-27-035]

The Board and Clinical Director Lynn Hardison discussed a proposal that was presented for a no-cost cancer screening program for volunteer firefighters, citing their elevated cancer risks. The program has support from medical partners and the Fire Commission and would be funded by grants. The Board was asked to provide a letter of support to help secure grant funding.

On a motion made by Commissioner Riggs and seconded by Commissioner Brinson, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval to issue a letter of support for the Volunteer Firefighter Cancer and Health Screening Initiative, is hereby approved. [26-27-036]

On a motion made by Commissioner Riggs, seconded by Commissioner Bohmert, and unanimously approved, the Board went into Closed Session for discussion regarding Attorney/Client Privilege, Personnel and Economic Development [N.C.G.S. § 143-318.11(a)(3)(4)(6)]. Time Recorded: 7:29pm [26-27-037][13]

No action was taken in Closed Session.

On a motion made by Commissioner Bohmert, seconded by Commissioner Riggs, and unanimously approved, the Board went back into Open Session. Time Recorded: 8:27pm

The Board met in Closed Session to consult with the County Attorney in order to preserve attorney/client privilege.

On a motion made by Commissioner Forrest and seconded by Commissioner Brinson, the following resolution was unanimously approved.

BE IT RESOLVED, the request to contact NC Commerce for a deadline extension to allow for further discussion and input from absent Commissioner Ollison, is hereby approved. [13.]

There being no further business, on a motion made by Commissioner Bohmert and seconded by Commissioner Forrest, the Board adjourned until next regular meeting on Tuesday, September 8, 2026, at 7:00pm. Time Recorded: 8:44pm.

Chairman

Clerk to the Board

BUDGET AMENDMENTS

Clerk to the Board (For Board Approval)

**EASTERN CAROLINA COUNCIL
AREA AGENCY ON AGING
CONTRACT FOR AGING SERVICES**

“The PEAS (Providing Elders Additional Sustenance) Project”

The contract shall be effective from July 1, 2026, and shall terminate on June 30, 2027.

This agreement entered between Pamlico County Senior Services (hereinafter referred to as the "Contractor") and the Neuse River Council of Governments d/b/a Eastern Carolina Council (hereinafter referred to as the "ECC "). The Administrator for the Program will be the Area Agency on Aging (hereinafter referred to as the "ECC-AAA"). The Contractor's federal tax identification number is 56-6000949

Contract Documents: These documents constitute the entire agreement between the Parties and supersede all prior oral or written statements or agreements. This Contract consists of the following documents:

- A. This contract
- B. Federal and State Certification Form
- C. Federal Certification Regarding Drug-Free Workplace (Attachment A)
- D. Certification Regarding Nondiscrimination (Attachment B)
- E. Federal Certification Regarding Lobbying (Attachment C)
- F. Federal Certification Regarding Debarment, Suspension, Ineligibility & Voluntary Exclusion Tier Covered Transactions (Attachment D)
- G. Conflict of Interest (Attachment E)
- H. State Certification (Attachment F)

1. Purpose

The Providing Elders Additional Sustenance (PEAS) program is a North Carolina state funded nutrition program designed to address food insecurity among high-risk older adults who are frail or functionally impaired. It is part of the State Fiscal Recovery Fund (SFRF) allocations from the American Rescue Plan Act of 2021. The goal is to ensure older adults receive adequate, safe, and nutritious food to support health and independence. The purpose and target population is frail or functionally impaired, high risk of food insecurity, and may have difficulty accessing or preparing meals independently.

2. Funding Allocation

Funding Source	Total Grant Award
PEAS (Providing Elders Additional Sustenance) Project	\$4500

Service Budget	Code	Total Grant Award
SFRF PEAS- Meals	620	\$0
SFRF PEAS-Food Boxes	630	\$4500
SFRF PEAS- Non client expenses	680	\$0

3. Contract Administration

It is understood and agreed that the grant administrator for the Contractor shall represent the Contractor in the performance of this Agreement. The Contractor shall notify ECC-AAA in writing if the administrator changes during the grant period.

ECC	Service Provider
January Brown, Interim AAA Director Eastern Carolina Council-Area Agency on Aging 233 Middle Street, Suite 300 PO Box 1717 New Bern, NC 28563 Email: jbrown@eccog.org Telephone: 252-638-3185	Tracy Shaw, Director Pamlico County Senior Services 800 Main Street Alliance, NC 28509 Email: tracy.shaw@pamlicocounty.org Telephone: 252-745-7196



COUNTY OF PAMLICO

B U D G E T R E V I S I O N

Indicate Type: Budget Amendment _____ X _____ Line-Item Transfer _____

Type of Revision: Expenditure _____ X _____ Revenue _____ X _____

Department: Cooperative Extension – Pesticide Grant

The original budget is being revised with this Budget Revision. A Budget Amendment will revise the total dollar amount, either increase or decrease, of the original Budget Ordinance. A Line-Item Transfer will revise the dollar amounts allocated between different programs in a department with more than one budget code or different line items within a single department code but will not increase or decrease the Budget Ordinance.

FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100213-438328	Waste Reduction Grant	\$ 9,350.00	
104950-529000	Departmental Supplies	\$ 9,350.00	

Reason for Budget revision: The Pamlico County Cooperative Extension has received a grant for \$9,350.00 for pesticide container recycling.

Approved By:

Finance Officer

September 8, 2026

Agenda Date

County Manger

Clerk to the Board (For Board Approval)

Patrice Lackey

From: Alex Showalter
Sent: Tuesday, September 1, 2026 9:52 AM
To: Patrice Lackey
Subject: Budget Amendment

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Budget Amendments

Dear Patrice,

Please write up these two budget amendments as follows:

1. Pesticide Grant - Cooperative Extension

- a. The Pamlico County Cooperative Extension has received a grant for \$9,350.00 for pesticide container recycling.
- b. Increase = 100213-438328 - \$9,350.00
- c. Increase = 104950-529000 - \$9,350.00

2) Repair and Renovation Grant

- A. Pamlico County Schools has made requests through the repair and renovation grant awarded to them through NCDPI of which we act as a passthrough. The school system plans to paint and make HVAC repairs at Fred Anderson, Refurbish the Cafeteria, and perform painting at the primary school. The total amount requested is above that what was contemplated during the budgeting
- B. Increase = 105911-563250 = \$770,000.00
- C. Increase = 100213-433285 = \$770,000.00



Scott A. Showalter Jr., MPA, CLGFO
Finance Officer
Pamlico County Finance Department
302 Main Street
Bayboro, NC 28515
Phone: (252) 745-3133
[Pamlico County Website](#)

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COUNTY OF PAMLICO

B U D G E T R E V I S I O N

Indicate Type: Budget Amendment X Line-Item Transfer

Type of Revision: Expenditure X Revenue X

Department: Pamlico County Schools

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FISCAL YEAR 2026-2027

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105911-563250	Repairs/Renovations	\$ 770,000.00	
100213-433285	Repairs/Renovation School	\$ 770,000.00	

Reason for Budget revision: Pamlico County Schools has made requests through the repair and renovation grant awarded to them through NCDPI of which we act as a passthrough. The school system plans to paint and make HVAC repairs at Fred Anderson, Refurbish the Cafeteria, and perform painting at the primary school. The total amount requested is above that what was contemplated during the budgeting

Approved By:

Finance Officer

September 8, 2026
Agenda Date

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BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

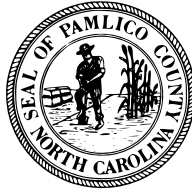
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT – TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4



COUNTY OF PAMLICO

POST OFFICE BOX 776
BAYBORO, NORTH CAROLINA 28515
(252) 745-3133 / 745-5195
FAX (252) 745-5514

COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Property Tax Relief-Untimely Application For Elderly Exclusion

Pamlico County Tax Office received an Application for Property Tax Relief on August 3, 2026, from Ms. Cindi Lou DeVoe. Ms. DeVoe has submitted the required documentation and meets the requirements to be eligible for the Elderly Exclusion, and it is the recommendation of the tax office to approve the exemption.

Please see a copy of the memorandum of request and supporting documentation for your review and consideration.



Pamlico County Tax Office

Post Office Box 538 | Bayboro, North Carolina 28515

Collections: 252-745-4125

Listing: 252-745-3105

Land Records: 252-745-3791

August 17, 2026

To: Pamlico County Board of Commissioners

From: Kathy Wall, Tax Administrator

Subject: Property Tax Relief- Untimely application for Elderly Exclusion

Dear Pamlico County Board of Commissioners,

Pamlico County Tax office received an Application for Property Tax Relief on August 3, 2026 from Ms. Cindi Lou DeVoe. The General Statute states that the Application for Property Tax Relief must be filed by June 1st to be timely filed. The General Statute also states that this late application can be heard by the Board of Equalization and Review or the Board of County Commissioners when the BOER is not in session. General Statute 105-282.1(1a) mentions the applicant "showing" good cause for an untimely application.

Attached is a note from the applicant explaining why the application is late and tax department notes for the Application for Property Tax Relief. Ms. DeVoe meets the requirements to be eligible for the Elderly Exclusion and therefore it is the recommendation of the tax office to approve the exemption.

Respectfully,

A handwritten signature in blue ink that reads "Kathy Wall". The signature is written in a cursive, flowing style.

Kathy Wall, Tax Administrator

8/1/2026

To Whom it may concern,

Please accept this late

Application for Property Tax Relief.

I was only recently made aware
of the program. Thank you.

Cindi Lou DeVoe
Cindi Lou DeVoe

AV-9

Web
5-25**Application for Property Tax Relief**Elderly or Disabled Exclusion (G.S. 105-277.1),
Disabled Veteran Exclusion (G.S. 105-277.1C), or
Circuit Breaker Tax Deferment Program (G.S. 105-277.1B)

County of Pamlico

☒ , NC

Year 2026

Instructions**Application Deadline:** This application must be filed by June 1st to be timely filed. You may submit additional information separately if needed.**Where to Submit Application:** Submit this application to the county tax assessor where this property is located. County tax assessor addresses and telephone numbers can be found online at: <https://www.ncdor.gov/documents/north-carolina-county-assessors-list>. DO NOT submit this application to the North Carolina Department of Revenue.**- Office Use Only:****Property ID Number**

J032-201

Last Name of Applicant

DeVoe

First Name

Cindi

Middle Name

Lou

Date of Birth (MM-DD-YYYY)

06-30-1959

Last Name of Spouse

N/A

First Name

N/A

Middle Name

N/A

Date of Birth (MM-DD-YYYY)

N/A

Residence Address

1300 Pennsylvania Avenue

City

Vandemere

State

NC

Zip Code

28587

Mailing Address (if different from residence address)

P.O. Box 61

City

Vandemere

State

NC

Zip Code

28587

E-mail Address

Cindiloudevoe1@gmail.com

Home Telephone Number

N/A

Work Telephone Number

N/A

Ext.

N/A

Cell Phone Number

252-725-3836

Fill in applicable boxes:☒ Yes ☐ No Is this property your permanent legal residence?

Addresses of secondary residences (if any):

N/A

☐ Yes ☒ No If married, does your spouse live with you in the residence? If you answer **No**, provide your spouse's address.

N/A

Addresses of spouse:

N/A

☐ Yes ☒ No Are you or your spouse (if applicable) currently residing in a health care facility? If you answer **Yes**, fill in applicable circle
Applicant Spouse and indicate current length of stay:☒ Yes ☐ No Do you and your spouse (if applicable) own 100% interest in the property? If you answer **No**, list all owners and their ownership percentage (round to the nearest 0.1%):

Owner

%

Owner

%

Owner

%

Owner

%

Owner

%

Owner

%

Note: Separate applications are required for each owner that is claiming property tax relief. If husband and wife own the property, only one application is required.

Part 1. Selecting the Program

Each owner may receive benefit from only one of the three property tax relief programs. even though you may meet the requirements for more than one program.

However, it is possible that the tax rates or tax values may not be established until some time after the filing of this application. This can make it difficult for you to determine which program you prefer. The following procedures will help to resolve this situation.

Applying for One Program

If you know that you only wish to apply for one program, indicate only that program at the bottom of this section. The assessor will review your application and send you a notice of decision. The notice of decision will also explain the procedures to appeal if you do not agree with the decision of the assessor.

Applying for More Than One Program

Each owner is eligible to receive benefit from only one program. However, if you think you meet the requirements for more than one program but, as a result of the uncertainty of tax rates or values at the time of application, you are unable to make a decision on which one program you wish to choose, indicate all of the programs at the bottom of this section for which you wish to receive consideration. When the tax rates and values are determined, the assessor will review your application and will send you a letter notifying you of your options. If the letter indicates that you do not qualify or if you disagree with any decision in the letter, you may appeal. **You must respond to the option letter within the specified time period or it will be assumed that you do not wish to participate in any of the property tax relief programs.** In that case, you will be so notified and you will have the chance to appeal.

Please read the descriptions and requirements of the three programs on the following pages and then select the program(s) for which you are applying:

Fill in applicable circles:

- ☒ Elderly or Disabled Exclusion
☐ Disabled Veteran Exclusion
☐ Circuit Breaker Tax Deferment Program

You Must Complete:

- Parts 2, 5, 6
 Parts 3, 6
 Parts 4, 5, 6

If you select more than one program, please read ALL of the information on this page!

Part 2. Elderly or Disabled Exclusion

Short Description: This program excludes the greater of the first \$25,000 or 50% of the appraised value of the permanent residence of a qualifying owner. A qualifying owner must either be at least 65 years of age or be totally and permanently disabled. The owner cannot have an income amount for the previous year that exceeds the income eligibility limit for the current year, which for the 2026 tax year is **\$38,800**. See G.S. 105-277.1 for the full text of the statute.

Multiple Owners: Benefit limitations may apply when there are multiple owners. Each owner must file a separate application (other than husband and wife). Each eligible owner may receive benefits under either the Elderly or Disabled Exclusion or the Disabled Veteran Exclusion. The Circuit Breaker Property Tax Deferment cannot be combined with either of these two programs.

Fill in applicable boxes:

☒ Yes ☐ No As of January 1, were either you or your spouse (if applicable) at least 65 years of age? If you answer **Yes**, you do not have to file Form AV-9A Certification of Disability.

☐ Yes ☐ No As of January 1, were you and your spouse (if applicable) both less than 65 years of age and at least one of you was totally and permanently disabled? If you answer **Yes**, you must file Form AV-9A Certification of Disability.

- Requirements:
1. File Form AV-9A Certification of Disability if required above.
 2. Complete Part 5, Income Information.
 3. Complete Part 6, Affirmation and Signature.

Part 3. Disabled Veteran Exclusion

Short Description: This program excludes up to the first \$45,000 of the appraised value of the permanent residence of a disabled veteran. A disabled veteran is defined as a veteran whose character of service at separation was honorable or under honorable conditions and who has a total and permanent service-connected disability or who received benefits for specially adapted housing under 38 U.S.C. 2101. The applicant must have been disabled as of January 1 of the year in which the benefit is requested. There is no age or income limitation for this program. This benefit is also available to a surviving spouse (who has not remarried) of either (1) a disabled veteran as defined above, (2) a veteran who died as a result of a service-connected condition whose character of service at separation was honorable or under honorable conditions, or (3) a servicemember who died from a service-connected condition in the line of duty and not as a result of willful misconduct. See G.S. 105-277.1C for the full text of the statute.

Multiple Owners: Benefit limitations may apply when there are multiple owners. Each owner must file a separate application (other than husband and wife). Each eligible owner may receive benefits under either the Disabled Veteran Exclusion or the Elderly or Disabled Exclusion. The Circuit Breaker Property Tax Deferment cannot be combined with either of these two programs.

Fill in applicable boxes:

☐ Yes ☐ No I am a disabled veteran. (See definition of disabled veteran above.)

☐ Yes ☐ No I am the surviving spouse of either a disabled veteran or a servicemember who met the conditions in the description above. If you answer Yes, complete the next question.

☐ Yes ☐ No I am currently unmarried and I have never remarried since the death of the veteran.

- Requirements: 1. File Form NCDVA-9 Certification for Disabled Veteran's Property Tax Exclusion. This form must first be completed by a Veterans Service Officer through either a State Veterans Service Center or a County Veterans Service Office, and then filed with the county tax assessor.
2. Complete Part 6. Affirmation and Signature.

Part 4. Circuit Breaker Property Tax Deferment

Short Description: Under this program, taxes for each year are limited to a percentage of the qualifying owner's income. A qualifying owner must either be at least 65 years of age or be totally and permanently disabled. For an owner whose income amount for the previous year does not exceed the income eligibility limit for the current year, which for the 2026 tax year is \$38,800, the owner's taxes will be limited to four percent (4%) of the owner's income. For an owner whose income exceeds the income eligibility limit (\$38,800) but does not exceed 150% of the income eligibility limit, which for the 2026 tax year is \$58,200, the owner's taxes will be limited to five percent (5%) of the owner's income.

However, the taxes over the limitation amount are deferred and remain a lien on the property. The last three years of deferred taxes prior to a disqualifying event will become due and payable, with interest, on the date of the disqualifying event. Interest accrues on the deferred taxes as if they had been payable on the dates on which they would have originally become due. Disqualifying events are death of the owner, transfer of the property, and failure to use the property as the owner's permanent residence. Exceptions and special provisions apply. See G.S. 105-277.1B for the full text of the statute.

YOU MUST FILE A NEW APPLICATION FOR THIS PROGRAM EVERY YEAR!!

Multiple Owners: Each owner (other than husband and wife) must file a separate application. All owners must qualify and elect to defer taxes under this program or no benefit is allowed under this program. The Circuit Breaker Property Tax Deferment cannot be combined with either the Elderly or Disabled Exclusion or the Disabled Veteran Exclusion.

Fill in applicable boxes:

☐ Yes ☐ No As of January 1, were either you or your spouse (if applicable) at least 65 years of age? If you answer Yes, you do not have to file Form AV-9A Certification of Disability.

☐ Yes ☐ No As of January 1, were you and your spouse (if applicable) both less than 65 years of age and at least one of you was totally and permanently disabled? If you answer Yes, you must file Form AV-9A Certification of Disability.

☐ Yes ☐ No Have you owned the property for the last five full years prior to January 1 of this year and occupied the property for a total of five years?

☐ Yes ☐ No Do all owners of this property qualify for this program and elect to defer taxes under this program? If you answer No, the property cannot receive benefit under this program.

- Requirements: 1. File Form AV-9A Certification of Disability if required above.
2. Complete Part 5. Income Information.
3. Complete Part 6. Affirmation and Signature.

Part 5. Income Information (complete only if you also completed Part 2 or Part 4)

Social Security Number (SSN) disclosure is mandatory for approval of the Elderly or Disabled Exclusion and the Circuit Breaker Property Tax Deferment Program and will be used to establish the identification of the applicant. The SSN may be used for verification of information provided on this application. The authority to require this number is given by 42 U.S.C. Section 405(c)(2)(C)(i). The SSN and all income tax information will be kept confidential. The SSN may also be used to facilitate collection of property taxes if you do not timely and voluntarily pay the taxes. Using the SSN will allow the tax collector to claim payment of an unpaid property tax bill from any State income tax refund that might otherwise be owed to you. Your SSN may be shared with the State for this purpose. In addition, your SSN may be used to garnish wages or attach bank accounts for failure to timely pay taxes.

Applicant's Social Security Number

Spouse's Social Security Number

N/A

Requirements:

1. You must provide a copy of the first two pages and Schedule 1 of your federal income tax return for the previous calendar year (unless you do not file a federal income tax return). Married applicants filing separate returns must submit both returns. If you have not filed your income tax return at the time you submit this application, submit the required copy when you file your return. Your income tax return is confidential and will be treated as such. Your application will not be processed until the income tax information is received. Please check the appropriate box concerning the submission of your federal income tax return.

Fill in applicable box:

- ☒ Federal income tax return submitted with this application.
☐ Federal income tax return will be submitted when filed with the IRS.
☐ I will not file a federal income tax return with the IRS for the previous calendar year.

2. Provide the income information requested below for the previous calendar year. Provide the total amount for both spouses. If you do not file a federal income tax return, you must attach documentation of the income that you report below (W-2, SSA-1099, 1099-R, 1099-INT, 1099-DIV, financial institution statements, etc.).

a. Wages, Salaries, Tips, etc	\$	17,377
b. Interest (Taxable and Tax Exempt)	\$	0
c. Dividends	\$	0
d. Capital Gains	\$	0
e. IRA Distributions	\$	0
f. Pensions and Annuities	\$	0
g. Disability Payments (not included in Pensions and Annuities)	\$	0
h. Social Security Benefits (Taxable and Tax Exempt)	\$	9,790
i. All other moneys received (Describe in Comments section.)	\$	
Total	\$	

Comments:

INFORMATION IS SUBJECT TO VERIFICATION WITH THE NORTH CAROLINA DEPARTMENT OF REVENUE.

Part 6. Affirmation and Signature

AFFIRMATION OF APPLICANT – Under penalties prescribed by law, I hereby affirm that, to the best of my knowledge and belief, all information furnished by me in connection with this application is true and complete. Furthermore, I understand that if I participate in the Circuit Breaker Property Tax Deferment Program, liens for the deferred taxes will exist on my property, and that when a disqualifying event occurs, the taxes for the year of the disqualifying event will be fully taxed and the last three years of deferred taxes prior to the disqualifying event will become due and payable, with all applicable interest.

<u>Cindi Lou DeVoe</u>	<u>Cindi Lou DeVoe</u>	<u>08/01/2026</u>
Applicant's Name (please print)	Applicant's Signature	Date
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Spouse's Name (please print)	Spouse's Signature	Date

Refer to the Instructions on Page 1 for filing information and filing location.*

Office Use Only

Approved: Y / N ☐ Elderly/Disabled ☐ Disabled Veteran ☐ Circuit Breaker: ☐ 4% ☐ 5%

Date: ____/____/____ By: _____ Comments: _____

AV-9A Received: ____/____/____ NCDVA-9 Received: ____/____/____

FITR Received: ____/____/____ Income: \$ _____

***All applications must be submitted by June 1 to be timely filed.**

Late Applications: Upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the due date may be approved by the Department of Revenue, the board of equalization and review, the board of county commissioners, or the governing body of a municipality, as appropriate. An untimely application for exemption or exclusion approved under this subsection applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed. [N.C.G.S. 105-282.1(a1)]

BOARD OF COMMISSIONERS

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VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

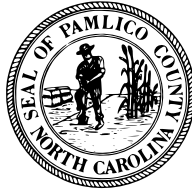
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KARI FORREST – AT LARGE

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COUNTY OF PAMLICO

POST OFFICE BOX 776
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FAX (252) 745-5514

COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request For Appointment To The Trillium Health Resources North Central Regional Advisory Board

Pamlico County Administration has received an application for appointment to the Trillium Health Resources North Central Regional Advisory Board to represent Pamlico County. The County Administration humbly requests the Pamlico County Board of Commissioners to consider Leslie L. Kellenberger for the position. Mrs. Kellenberger is a resident of Pamlico County.

Please see the Application for Appointment and supporting documentation for your review and consideration.

**APPLICATION FOR
APPOINTMENT TO COUNTY
BOARDS AND COMMITTEES**

**PAMLICO COUNTY
P.O. BOX 776
BAYBORO, NC 28515**

This application requests general information based on your interest in applying for a position on a Pamlico County Advisory Board, Commission, Committee, or Task Force.

Applicant Name: Leslie L. Kellenberger Date of Application: 8/21/26

Home Address: PO Box 687 - 801 Silverbrook Rd.

Phone: (919) 621-5332 cell Oriental, NC 28571

Email Address: Leslie@KellenbergerNC.com

Fax Number: N/A

I am interested in serving on the following Board/Committee:

TRILLIUM HEALTH RESOURCES North Central
Regional Advisory Board representing Pamlico
County

EMPLOYMENT AND EDUCATION

Employer <u>SELF</u>	Graduate? Y/N Major <u>POLITICAL</u> High School <u>Y</u> <u>SCIENCE</u>
Address <u>See above</u>	College <u>Y</u>
Phone: <u>See above</u>	Graduate School <u>ONE SEMESTER</u>
Occupation: <u>CONSULTANT to private</u> <u>and public mental health</u> <u>substance use and IDD agencies</u>	Other _____

Are you a citizen of the United States? Yes ☒ No _____ If yes, how long? BORN here

Length of residence in Pamlico County 24 years _____ months part-time 18 years
FULLTIME 6 yrs

Current Civic/Community Participation: See attached pp. 4-5

Are you currently serving or have you ever served on a public board or committee?
If so, please list below:

Board/Committee	Dates
Boards of Election - PRECINCT WORKER	Wake + Pamlico
Town of Oriental Tourism + Economic DEVELOPMENT Board	7-1-26 to present

Please provide a brief statement outlining why you wish to serve on the Advisory Board, Commission, or Committee you have indicated.

Give back to the community.
I'm probably NOT the most
qualified candidate but am
willing to give it my all. I'm
really good at linking people
and creating partnerships


Applicant's Signature

Aug. 21
2026
Date

Please return form to:

Pamlico County Manager's Office
P.O. Box 776
Bayboro, NC 28515

Or fax:
(252) 745-5514

You may attach a resume to provide additional information.

LESLIE LILLEY KELLENBERGER

801 Silverbrook Road, PO Box 687, Oriental, North Carolina 28571

(919) 621-5332 Cell

leslie@kellenbergernc.com

PROFESSIONAL EXPERIENCE

Leslie Kellenberger Consulting, Inc. Oriental, NC 8/09 to present

Owner and President

Provide management consultation services to private and public agencies involved with North Carolina's mental health (MH), substance use disorder (SUD) and intellectual and developmental disabilities (IDD) system, specializing in therapeutic foster care and community-based services.

- **Alliance Health LME-MCO and Tailored Plan**
Facilitator, Therapeutic Foster and Kinship Care Collaborative. January 2015 to December 2025

Benchmarks

Raleigh, NC (919) 828-1864 3/09 through 2010

Statewide association of private and public providers of behavioral healthcare services. Provide consultation services to manage workgroups, provide programmatic consultation to members, develop effective marketing plan and recruit new members. Member of Benchmarks from 2010 to the present.

Omni Family of Services, Inc., Raleigh, NC (919) 334-0249 12/99 to 2/09

Multi-state provider of IDD and Child MH residential and periodic services including Alternate Family Living services for IDD clients; Multi-Systemic Therapy and Therapeutic Foster Care for children. Held various statewide management positions including Operations, Contracts, Quality Improvement and Governmental Relations Director.

- As Governmental Relations Director, worked to shape policy at the state level.
- As QI Director, developed and implemented Omni NC's Quality Improvement plan and assisted with successful national accreditation with Council on Accreditation (COA) across several states.
- As QI/Contracts Director obtained LME-MCO endorsements, Medicaid enrollments for enhanced benefit services, and licensure and monitoring activities with North Carolina DSS (therapeutic foster care and adoptions) and NC Division of Health Services Regulation (IDD residential services).
- As Operations Director, managed three regional directors, central administrative staff, and coordinated with the corporate office in Nashville, Tennessee.
- As Contracts Director, expanded negotiated, processed, tracked and implemented contracts between Omni and Area Programs/Local Management

Entities, County Departments of Social Services, Division of Juvenile Justice and Delinquency Prevention and the State. Added IV-E contract and adoption license and state contract for mental health services to Deaf and Hard of Hearing kids and Special Children Adoption Fund contract.

- Problem solve authorization, billing, collections and contracts issues with all LME/MCOs statewide, Beacon/Value Options, Medicaid, and Division of MH/SUD/IDD.

Atlantic Behavioral Health Systems, Inc., Raleigh, NC 5/95 to 11/99

Statewide provider of SUD and MH services including therapeutic foster care, group home, periodic, outpatient therapy and psychiatric services.

- As Quality Improvement Manager helped create Atlantic's community-based children's services program. Developed, implemented and improved systems. Assisted with closing this agency and transitioning all the clients successfully to Omni Family Services.

Methodist Home for Children, Raleigh, NC 2/91 to 5/95 (919) 833-2834

Provider of group home and foster care services for children in Eastern North Carolina

- As Documentation Specialist, responsible for data collection, preparing annual reports, editorial support, supervision of licensure and accreditation activities, training organization and support, contracts management.

Volunteer 7/90 to 2/91

- While preparing for career change, volunteered 30+ hours a week with various non-profits including the Raleigh Chamber of Commerce and Planned Parenthood.

Davidson & Jones Construction and Development Company

Raleigh 919.828.6260 11/78 to 7/90

1987-90 As Director of Property Management managed and maintained office buildings, shopping centers and warehouses. Supervised maintenance, landscaping and administrative staff.

1978-87 As Administrative Manager, administered scores of leases, improved tenant relations and satisfied a variety of property owners.

PROFESSIONAL SKILLS

- Resourceful. Tenacious. Noted for dependability, determination and doggedness.
- Problem-solving acumen. Connecting people. Developing public-private partnerships and collaboration.
- Successfully plan and bring projects to completion with careful attention to accuracy and detail.

- Budgeting, organizational and systems development skills
- Excellent writing, research and reporting skills
- Effectively develop and administer budgets, financial analyses, contracts
- Skilled at research, analysis and interpretation
- Able to identify the heart of an issue and report it succinctly and clearly.

COMMITTEES, POLICY DEVELOPMENT AND IMPLEMENTATION

- Pamlico County System of Care Collaborative for Children 2019 to present
- Haven House Client Rights Committee 2012 to 2019
- Community Alternatives for Youth involved with Juvenile Justice (CAY) Board Member 1/10 to 2012, Treasurer 2012
- NC Medicaid/DMH Level III and IV Residential Services Initiative Workgroup 2009
- Benchmarks member 2009 to present. Membership recruiter and Quality Service Development Workgroups Facilitator for Day Treatment, Family-Centered Services, Juvenile Justice, Psychiatric Residential Treatment Facilities (PRTF) and Therapeutic Foster Care 5/09 to 2010
- Omni Visions Client Rights Committee 9/09 to 12/19
- NC Medicaid PRTF Workgroup 2011
- NC Medicaid/DMH Enhanced Services Service Definition Workgroup 2008-2009
- DMH Provider Action Agenda Committee (PAAC) 2006 until it was disbanded in 2008
- Provider-LME/MCO Leadership Forum (PLLFF) 2004 to present. At Large Member February 2015 to present
- PLLFF Standardization Committee Co-Chair 2006 to 2010
- NC Council (now i2i) Endorsement Committee 2006 to 2009
- NC Council (now i2i) Endorsement Policy Revisions Sub-Committee 2/09 to 2010
- Children's Committee Tri-Chair 2000 to 2008
- FFTA (Family Focused Treatment Association, formerly Foster Family-based Treatment Association) – National Committee on Membership 2/11 to 7/22.
- FFTA North Carolina Chapter member 2000 to present
- FFTA North Carolina Chapter Treasurer 2008 to 2/09, Vice Chair 11/09 to 5/16, Treasurer 5/16 to 5/17, Member Resources Chair 2008 to present
- FFTA Therapeutic Foster Care Outcomes Measures Workgroup 2012
- Benchmarks Quality and Practice Committee 2007 to 2010
- DHHS Therapeutic Foster Care Service Definition Workgroup 2005-2006 & 2009
- Benchmarks/DMH/NC Medicaid Therapeutic Foster Care Service Definition Workgroup 2011
- DSS foster care licensing rules revision workgroup 2006
- Benchmarks Practice Committee 2005-2007
- NC Providers Council Regulatory Analysis Committee 2004 to 2009
- Planning Committee for statewide Client Rights Conference 1997

- Duplin-Sampson Area Program Client Rights Committee 1997-1999
- The Mentor Network Client Rights Committee 2005-2007

EDUCATION AND TRAINING

2002 to present Continuing education at various statewide trainings:

- Trillium Health Resources webinars and in-person trainings 2019 to present
- FFTA Annual Spring Public Policy Institutes in Washington DC and Annual National Conferences 2000 to present
- NC TIDE (NC Training, Instruction, Development and Education) Annual Spring and Fall Conferences
- NC Association of Public Community Health Plans (formerly i2i/NC Council) Annual Conferences spring and fall
- NC Providers Council Annual Conferences
- Benchmarks Trainings and Conferences
- Case Managers/Community Supports Conferences
- IDD Conferences
- NC Foster and Adoptive Parent Association Conferences
- Community Alternatives for Youth (CAY) Juvenile Justice Conferences

1975 Lawyers Assistant Certification. Mercer University, Atlanta, Georgia

Fall 1974 Coursework in Masters of Library Science
University of North Carolina, Chapel Hill, North Carolina

May 1974 B.A. in Political Science, Minor in History. Pi Sigma Alpha, the National Political Science Honor Society.
Westhampton College, University of Richmond, Richmond, Virginia

June 1970 Tidewater Academy, Wakefield, Virginia

COMMUNITY SERVICE, VOLUNTEERING AND ACTIVITIES

- Pamlico County Community Foundation Board Member January 2022 to present
- Pamlico Partnership for Children, Board Member September 2020 to present
- Pamlico CommUnity on Mission (partnership between local AME Zion and United Methodist Churches). Communicator 2023 to present
- Neuse Riverkeeper Foundation (now Sound Rivers) Board Member 2012 through 2015. Treasurer January 2013 to April 2015 during the merger with the Pamlico-Tar Riverkeeper Foundation to create Sound Rivers
- Pamlico County Board of Elections Precinct worker November 2021 to present
- Town of Oriental Tourism and Economic Development Board

- Wake County Board of Elections Judge and Help Table Official Precinct 01-27 1999 to 2020.
- Women's Center of Wake County, Treasurer and Board Member 2004-2006
- Boylan Heights Neighborhood Association (Raleigh) Treasurer 1990 to 2013
- American Red Cross Blood and Pheresis Donor 1990 to 2007, 2012 to present
- Notary Public 1978 to present
- Oriental United Methodist Church, Oriental, NC 2003 to present. Pastor Staff Parish Relations Committee Chair January 2014 to January 2018. Church Council member 2014 to present, Finance Committee Chair 2019, Lay Member to Annual Conference 2014 to present. Initiated and organized Summer Day Camp 2018 and 2019. Board of Trustees 2025 to present. Supporter of the Community Labyrinth 2019 to present.
- Girls on the Run of Pamlico County, NC Board Member June 2013 to June 2015
- Oriental Dragon Boat Club 2012 to 2015
- Co-Founder of the Ol' Front Porch Music Festival, Oriental, NC 2014. Treasurer 2014 to 2024. Publicity Chair 2025 to present
- Founder Salmon & Sax Valentine's Day Dinner Dance, Oriental, NC 2013-2014
- Prime Time (support for Seniors in Pamlico County) Board member December 2013 to 2019. Secretary January 2014 through 2015.

FUN

Kayaking, Yoga, Walking, Travel, Neighborhood Activities, Community Service, Historic Preservation. Help manage family farm, timberland and restore 1812 homeplace in Sussex, Virginia.

AWARDS/RECOGNITIONS

Sound Rivers 2017 Great Blue Heron Award

Virginia Chapter Soil and Water Conservation Society 2015 Honor Award for forest management activities, reintroducing longleaf pine and establishing quail habitat buffers.

Virginia Century Forest designation 2021

Inducted into the Raleigh Rugby Club Hall of Fame 2019

Woman of the Year, Oriental United Methodist Church 2025

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

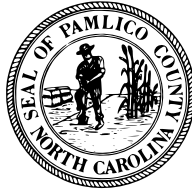
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

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FAX (252) 745-5514

COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request Approval For General Consulting Services With The Wooten Group

Pamlico County Water Department requests the Pamlico County Board of Commissioners to enter into an agreement with the Wooten Group Engineering Firm when need to review water plans on behalf of the County. These reviews are to ensure that projects meet all county and state requirements.

Please see the memorandum of request and supporting documentation for your review and consideration.

BOARD OF COMMISSIONERS

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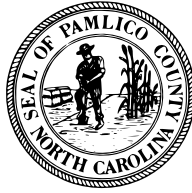
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COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

TO: Mark Brewington, County Manager
FROM: Carl Wall, General Services Administrator
DATE: August 21, 2026
RE: Approval for General Consulting Services

It is the General Services Administrator's recommendation to approve for the Wooten Group FY2026-2028 General Consulting Services agreement be approved by the Board of Commissioners on September 7, 2026. This agreement is just to place Wooten on notice in case of a plan review is requested by Pamlico County Water Department. This agreement does not obligate the County for any funds unless utilized.

This is **Task Order No. 2**
consisting of 2 pages.

Task Order No. 2

In accordance with Paragraph 1.01 of the Agreement between Owner and Engineer for Professional Services – Task Order Edition, dated September 8, 2026 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: FY2026-2028 General Consulting Services

B. Description: Provide engineering related services as requested by the Owner for small tasks or project not requiring execution of a separate Agreement in order to complete desired scope of services. Scope and budgets for small tasks or projects shall be determined by Letter of Engagement between Owner and Engineer. This task order covers the period from September 8, 2026 thru Jun 30, 2028 and will be renewed annually by both parties' approval.

2. Services of Engineer:

Refer to Appendix 1 for a detailed description of services

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following: No modifications.

4. Times for Rendering Services: **Based on individual task.**

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows: Based on individual task order, not to exceed \$20,000/annually for total services unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants: **None without prior written concurrence from the Owner.**

7. Other Modifications to Agreement: **None.**

8. Attachments: Standard Hourly Rate Schedule

9. Documents Incorporated By Reference: **None**

1. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is September 8, 2026.

OWNER:

Pamlico County

By (Signature): _____

Typed Name: **Kenny Heath**
Title: **County Commissioner Chair**

Date Signed: _____

ENGINEER:

**L.E. Wooten & Company dba
The Wooten Company**

By (Signature): W. Brian Johnson

Typed Name: **W. Brian Johnson, PE**
Title: **Vice President**

Date Signed: 8/19/26

License or Firm's Certificate No. **F-0115**
State of: **North Carolina**

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Typed Name: **Mark Brewington**
Title: **County Manager**

Address: **302 Main Street
Bayboro, NC 28515**

E-Mail Address: **mark.brewington@pamlicocounty.org**

Phone: **(252) 745-3133**

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Typed Name: **William A. Larsen**
Title: **Eastern Division Lead**

Address: **418 Evans Street, Suite 201
Greenville, NC 27858**

E-Mail Address: **Wlarsen@thewootencompany.com**

Phone: **(252)-757-1096**

PRE-AUDITED STATEMENT

This instrument has been pre-audited in a manner require by the Local Government Budget and Fiscal Control Act.

Print Name: _____

Title: Finance Officer

Signature: _____

Date Signed: _____

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

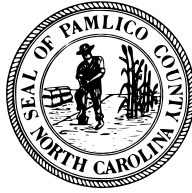
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COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Execution Of Enterprise Fleet Plan Contract For FY2027

The Pamlico County Finance Department respectfully requests the Pamlico County Board of Commissioners to approve authorization for the County Finance Officer to execute the necessary FY2027 agreement addendums to implement the two year Enterprise Fleet Management vehicle replacement plan.

Please see the Finance Officer's memorandum of request for your review and consideration.

BOARD OF COMMISSIONERS
CHAIRMAN
KENNY HEATH - TOWNSHIP #5

VICE-CHAIRMAN
EDWARD RIGGS JR. - TOWNSHIP #1

DOUG BRINSON - AT LARGE
KARI FORREST - AT LARGE
THOMAS MILLS - TOWNSHIP #1
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CARL OLLISON - TOWNSHIP #3



COUNTY MANAGER
MARK BREWINGTON
CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

COUNTY OF PAMLICO

Post Office Box 776

Wayboro, North Carolina 28515

(252) 574-5195

FAX (252) 574-5514

Memorandum

To: Pamlico County Board of Commissioners
From: W. A. Showalter Jr.

Finance Officer

Date: September 7, 2026

Re: Enterprise Fleet Plan FY27

Pamlico County entered into an agreement with 2026. During the FY27 budget, 10 vehicles were purchased. The total cost of the vehicles, including maintenance and age of the vehicles, is \$61,261.38 excluding maintenance costs which are to be replaced.

The Finance Officer requests to sign FY27 agreement year two of the Enterprise Fleet Management plan.

Year	Quantity	Make	Model	
2027	1	Toyota	Camry	\$564.00
2027	1	Toyota	Camry	\$564.00
2027	2	Toyota	Tacoma	\$613.72
2027	1	Ford	F-250	\$1,157.36
2027	1	Dodge	Durango	\$1,103.75
2027	1	Ford	Police Interceptor	\$1,228.29
2027	2	Ford	Police Interceptor	\$1,228.29
2027	1	Chevrolet	Tahoe	\$1,330.13

Monthly Lease
\$7,789.54

FY27 Cc
\$61,2

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

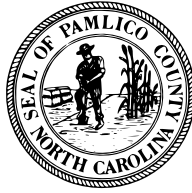
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT – TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4



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COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request To Enter Into An Agreement With Nutrition Plus

The Pamlico County Clinical Services Director respectfully requests the Pamlico County Board of Commissioners to consider approval of the Nutrition Plus Agreement. Nutrition Plus will provide qualified nutrition professional coverage to maintain WIC operations and participant access during the WIC position vacancy. This contract will be on a month-to-month basis as needed.

Please see the memorandum of request and supporting documentation attached for your review and consideration.

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CONTRACTUAL AGREEMENT
BETWEEN
NUTRITION PLUS
AND
PAMLICO COUNTY HEALTH DEPARTMENT
FOR THE PURPOSE OF PROVIDING DIETETIC CONSULTATION AND
CLINICAL NUTRITION ASSESSMENTS FOR
DEPARTMENT

This agreement ~~is entered into~~ is entered into between Pamlico County Health Department hereinafter called the "Agency", and NUTRITION PLUS hereinafter called the "Provider", shall commence upon contract agreement with the option of a five percent rate increase. This agreement shall cover professional services as named or described as set forth, which shall be incorporated in, and part of the

THE PROVIDER AGREES TO:

1. Provide Nutritionist/Dietitian(s) that meet the minimum classification by the NC Board of Dietetics and Nutrition education and experience for a Nutritionist. Graduation from a Commission on Accredited Dietetic Program in Dietetics with the Commission on Accreditation of Dietetic Education Bachelor's degree in any subject area or university; or a Bachelor's of Science in Nutrition or Community Nutrition from a university; or Master's Degree in Dietetics or Nutrition from an accredited university; or competent in the CPA role in the County.
2. Perform all duties and responsibilities assigned by the Agency (Details to be provided by the Provider agrees to be provided as described.)
3. Cooperate with medical staff and medical records in implementing nutrition care for patients.
4. Provide nutritional services on days specified in the end of this agreement.
5. Provide a back-up Dietitian at no cost to the Agency.

is not available to handle duties described
unable to provide services scheduled by
primary or secondary provider, due to go
on the first available day that can be

6. Accept as payment for services an hourly
hours needed per week is not to exceed
per week for 25 weeks of service.
\$21,200.00 per contract period.
7. Bill the Agency at the end of each calendar
preceding month, which the Agency shall
agreed by both parties. If payment is
pay a penalty of 1 and 1/2 % per month
8. Provide the state, USDA, the Comptroller
their duly authorized representatives,
records of the Provider which are directed
for the purpose of making audit, examination
Provider shall maintain all required records
final payments and all other pending matters
9. The provider is only responsible for work
provided and is not responsible for any

THE AGENCY AGREES TO:

1. Provide a copy of the Department's and
any ongoing training required in addition
above.
2. Evaluate the performance of the Provider
this agreement.
3. Provide a work area, equipment and materials
provided, Nutrition Plus will provide
materials.
4. Make available all records and information
services provided. The Provider must follow
the policies of the Agency.
5. Not suffer any additional expense due to
out the duties of the Provider.
6. Provide monthly payment at the hourly rate
terms of this agreement as billed with
1.5% interest rate addition if payment
hours needed per week is not to exceed

per week for 25 weeks service. This contract period.

7. Refer all clients / patients to be seen

All parties to the contract agree to ab confidentiality of patient information and fu

Either party may terminate the contract by gi upon by both the agency and the department.

Insurance and Thiradughiotyt. the term of this Agr expense, maintain professional liability, ne insurance with liability limits in the amount occurrence and Three Million Dollars (\$3,000, or damages by reason of any injury or loss to or owner, from any cause arising from the a negligence or other misconduct, of the Provid Agency be responsible for providing professi property damage insurance for, nor shall Agen from the acts or omissions of Provider in the attending physician to any patient of Provide activities, including the provision of medica scope of Provider's authority or duties as de is of the "claims made" type, such party agre covering all acts and omissions with respect notify the other party thirty (30) days in a execution of this Agreement, upon any renewa Provider shall provide the Agency with a ce acceptable to the Agency evidencing the requi

Indemnification

Indemnification The Agency agrees to indemnify and against any and all liabilities, claims, legal proceeding arising out of, or related Agency or its directors, officers, employees losses, damages (actual and exemplary), costs attorneys' fees, only if such attorneys are result of any such negligent or intentional a employee, agent, or assign thereof.

Indemnification ~~of the Agency~~ agrees to indemnify its directors, officers, employees, agents, claims, demands, suits, actions, causes of a related in any way to, any negligent or inten pay all losses, damages (actual and exemplar

reasonable attorney's fees) incurred by the A
and assigns as a result of any such negligent

Obligations and Activities of Provider as Bus

Use and Disclosure Provider shall comply with
promulgated by the U.S. Department of Health
Title 45 of the Code Federal Regulations purs
of Health Insurance Portability and Accounta
Associate (as that term is defined at 45 C.F.
and/or disclose Protected Health Information
Provider creates or receives on behalf of the
herein. For purposes of this Agreement, PHI
160.103 and § 160.501, as amended. Nothing
Provider to use or disclose PHI in a manner
the Agency.

All activities under this contract will be co
Act of 1964 (42 U.S.C. 2000d et seq.), Title
1681 et seq.), Section 504 of the Rehabilitat
Act of 1975 (42 U.S.C. 6101 et seq.); Title
(ADA) of 1990 as amended by the ADA Amendmen
implemented by Department of Justice regulati
13166, "Improving Access to Services for Pers
2000), all provisions required by the imple
Agriculture (7 CFR Part 15 et seq); and FNS o
shall, on the ground of race, color, national
orientation), or disability, be excluded from
be subjected to discrimination under any prog
is received for the administration of the WL
immediately take measures necessary to effec
the contractor agrees to compile data, main
requested by the Community Nutrition Service
nondiscrimination laws, and to permit the Com
normal working hours to review and copy such
and interview such personnel as needed to asc
If there are any violations of this assurance
the right to seek judicial enforcement of thi
and for the purpose of obtaining any and all
Federal funds, reimbursable expenditures, gra
property, the detail of Federal personnel, th
property or interest in such property or the
consideration that is reduced for the purpose
with Federal financial assistance extended to
Federal agreement, arrangement, or other cont
cash assistance for the purchase of food, an
service equipment or any other financial assi

agreement made in this assurance. The contract shall be the agreement of both parties. Any renewal shall be for the same contract period.

Entire Agreement; This Agreement, including any amendments, contains the entire understanding of the parties and shall be signed by both parties hereto. Neither party shall have any warranty relating to this Agreement or the contents thereof contained in writing in this Agreement.

Severability If any provision of the Agreement is found to be invalid, void, or unenforceable, the remaining provisions shall survive without being impaired or invalidated in any way.

Governing Law This Agreement and the interpretation thereof shall be and interpreted pursuant to the laws of the State of North Carolina giving effect to the conflicts of law provisions thereof.

Headings The section and paragraph headings contained herein are for purposes only and will not affect the meaning or interpretation of the provisions of this Agreement.

All notices and other communications required by this Agreement shall be in writing and will be deemed to have been made if sent by registered mail, return receipt requested, or by confirmed facsimile transmission to the following address:

Pamlico County Health Department
203 North Street
Bayboro, NC 28515

Contract to Nutrition Plus
Attn: Christie Nicholson
PO Box 383
Greenville, NC 27835
Christie@nutrition-plus.com

Counterparts This Agreement may be executed in multiple counterparts, each of which may be deemed to be an original, but all of which when taken together shall constitute the entire agreement. This agreement may be reviewed at any time and may be amended by written agreement.

All parties to the contract agree to abide by the terms and conditions of confidentiality of patient information and full compliance with all applicable laws and regulations.

In accordance with Federal Law and US Department of Health and Human Services, the Agency shall not discriminate on the basis of color, race, national origin, sex, age, or disability.

The Agency may, from time to time request changes to be performed under this agreement. Such changes of the provider compensation which are mutually agreed to by the Agency shall be incorporated in a written agreement.

The Provider shall operate independently and shall not be an agent, employee, or representative of the Agency. The Provider's acts or omissions shall not be imputed to the Agency, and the Agency agrees to hold the Provider harmless from and against all claims, damages, or liabilities for acts or omissions for the Provider. By act or omission of the Provider; due compensation for time spent in the performance of the services.

The Provider shall adhere to the Privacy of Individual Information ("Privacy Regulation") promulgated pursuant to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") impose upon the Provider with respect to their use, disclosure, and maintenance of the information.

In witness whereof, the PROVIDER and AGENCY have executed this original, which is retained by each of the parties.

Mark Brewington Christie Nicholson, MS,
Pamlico County Health Services President
Director Nutri

Date 8 / 18 / 2026
Date

This instrument has been pre-audited in the manner required by the Fiscal Control Act.

County Finance

Date

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

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DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Resolution To Establish the Pamlico County Tourism Development Board

The Honorable Pamlico County Commissioner Candy Bohmert request the Pamlico County Board of Commissioners consider approving a resolution to establish the "Pamlico County Tourism Development Board".

The Tourism Board would be tasked with the development and execution of comprehensive marketing campaigns to promote Pamlico County as a premier travel destination. Coordinate with municipal/county/state tourism initiatives. Cultivate public-private partnerships with local business, hospitality, boating, fishing, hunting, and dining establishments to enhance the regional tourism economy. Develop a Strategic Plan for future Tourism Initiatives.

Please see the attached Resolution To Establish The Pamlico County Tourism Development Board for your review and consideration.

BOARD OF COMMISSIONERS

CHAIRMAN

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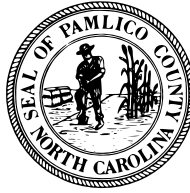
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TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

**RESOLUTION OF THE PAMLICO COUNTY BOARD OF COMMISSIONERS
ESTABLISHING THE PAMLICO COUNTY TOURISM DEVELOPMENT BOARD**

WHEREAS, tourism is a vital component of the economic health, development, and cultural preservation of Pamlico County; and

WHEREAS, the promotion of travel, ecotourism, maritime heritage, and local business development benefits all residents and businesses within the County; and

WHEREAS, the centralized coordination of tourism marketing strategies maximizes the impact of economic investments and regional outreach; and

WHEREAS, the Pamlico County Board of Commissioners possesses the authority to create advisory boards and authorities to promote the general welfare and economic security of the county;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Pamlico County, North Carolina, that:

1. Establishment and Name

There is hereby created and established a public authority to be known officially as the **Pamlico County Tourism Development Board** (hereinafter referred to as the "Tourism Board").

2. Purpose and Duties

The Tourism Board is tasked with the following duties and responsibilities:

- Develop and execute comprehensive marketing campaigns to promote Pamlico County as a premier travel destination.
- Coordinate with municipal/county/state tourism initiatives.
- Cultivate public-private partnerships with local hospitality, boating, fishing, hunting, and dining establishments to enhance the regional tourism economy.
- Develop a Strategic Plan for future Tourism Initiatives

3. Membership and Composition

The Tourism Board shall consist of **7** members appointed by the Board of Commissioners. In compliance with state standards, the composition shall feature:

- At least **one-third** of members currently affiliated with businesses that collect occupancy tax (e.g., local hotels, bed & breakfasts, vacation rentals).
- At least **one-half** of members currently active in the promotion of travel and tourism within Pamlico County.
- Ex-officio, non-voting seats reserved for the County Manager, Finance Director, or municipal representatives.

4. Terms of Office

Members shall serve staggered **three-year terms**. Initial appointments shall designate a portion of members to one- and two-year terms to ensure regulatory continuity. No member shall serve more than two consecutive full terms.

5. Funding and Accountability

- **Operational Budget:** The Tourism Board shall operate under a budget approved annually by the Pamlico County Board of Commissioners.
- **Financial Reporting:** The Board shall present a quarterly financial statement and an annual performance review detailing regional tourism metrics to the Board of Commissioners.

6. Effective Date

This Resolution shall become effective immediately upon its adoption.

Adopted this _____ day of _____, 2026.

PAMLICO COUNTY BOARD OF COMMISSIONERS

BY: _____
Kenny Heath, Chair
Pamlico County Board of Commissioners

ATTESTED:

Tracy Boyd, Clerk
Pamlico County Board of Commissioners

[SEAL]

BOARD OF COMMISSIONERS

CHAIRMAN

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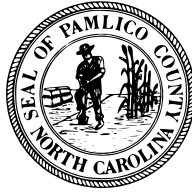
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COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Water Department Request Approval To Purchase Equipment

The Pamlico County Water Department respectfully requests the Pamlico County Board of Commissioners to consider for approval the purchase of a Tractor to assist them with water repairs as well as multi-purpose use around the county as needed. Three competitive quotes have been received and available for review. The Pamlico County Water Advisory Board has approved this request to be sent to the Board of Commissioners for approval.

Please see the memorandum of request and supporting documents for your review and consideration.

BOARD OF COMMISSIONERS

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COUNTY MANAGER

MARK BREWINGTON

CLERK TO THE BOARD

TRACY BOYD

COUNTY ATTORNEY

DAVID B. BAXTER, JR.

TO: Mark Brewington, County Manager
FROM: Carl Wall, General Services Administrator
DATE: September 1, 2026
RE: Approval to Purchase Tractor

On Monday, August 31, 2026, the Pamlico County General Services Administrator presented to the Water Committee three quotes to purchase a tractor. This tractor would be utilized by all departments on the Bayboro campus. The tractor would be used to load materials for the water department, unload materials for departments who receive large shipments, and plow or remove materials during a snowstorm or hurricane.



ATLANTA OFFICE (404) 487-0350
1642 FOREST PARKWAY
LAKE CITY, GEORGIA 30260

GOLDSBORO, NC 1504 HIGHWAY 117 SOUTH GOLDSBORO, NORTH CAROLINA (919) 734-0781
WILLIAMSTON, NC 1904 W MAIN ST WILLIAMSTON, NC 27892 (252) 792-1511
TIFTON, GA 4186 HWY 82 WEST TIFTON, GEORGIA 31794 (229) 396-5988
DOTHAN, AL 1923 KINSEY RD DOTHAN, ALABAMA 36303 (334) 793-9776
BRINSON, GA 3598 DOTHAN ROAD BRINSON, GA 39825 (229) 246-9575
MOBILE, AL 6488 RANGELINE RD THEODORE, ALABAMA 36582 (251) 443-5229
BIRMINGHAM, AL 2350 ALTON RD BIRMINGHAM, ALABAMA 35210 (205) 951-6656
CHARLOTTE, NC 14211 SLATEBROOKS DR MIDLAND, NORTH CAROLINA 28107 (704) 731-7272

QUOTATION AND INVOICING ORDER PAGE 1 OF 2

DATE 8/11/2026

CUSTOMER NUMBER:		SHIP TO:	
BUYER / LESSEE: Pamlico County			
ADDRESS: 302 Main St			
CITY: Bayboro	STATE: NC	ZIP: 28515	EMAIL: carl.wall@pamlicocounty.org
PHONE:		PHONE:	
CONTACT: Carl Wall		CONTACT:	
SALE TYPE: NEW	EQUIPMENT TYPE: NEW	TRADE-IN?	
ASE NUMBER: EQ#0003065	UNIT SN: AG3M2M500TJX02035	ENGINE SN:	
LOADER SN:	BACKHOE SN:	UNIT HOURS:	

QTY	EQUIPMENT #	DESCRIPTION	UNIT PRICE	TOTAL
1		Massey Ferguson 2M.50 Cab w/ 12x12 Power-Shuttle Trans	\$46,300.00	\$46,300.00
1		10-16.5, 17.5L-24 R4 Industrial Tires		
1		FL2814 w/ SSQA Bucket		
1		Bush Hog 9107 Scraper 84" Blade w/ 8" Cylinder Kit for Angle & 8" Pin Jack Assy.	\$3,910.00	\$3,910.00
1		WR Long HJ2-72 72" 4N1 Bucket & 3rd Function Kit	\$3,400.00	\$3,400.00
1		WR Long PF-48 48" Pallet Forks	\$950.00	\$950.00

STANDARD MFG WARRANTY *	AGCO CUE Warranty - 24 Months OR 2,000 Hours (60 Total Month PT)	
WITHOUT EXTENDED *		
ADDITIONAL WARRANTY	AGCO Loaders, Mowers & Other Implements - 12 Months	
MISC / OTHER WARRANTY	BUSH HOG - Ag Use & Governmental Use - 12 Months	

* STANDARD & EXTENDED WARRANTIES DO NOT INCLUDE ANY TRAVEL TIME AND/OR MILEAGE COVERAGE *
** ALL USED EQUIPMENT IS SOLD "AS-IS WHERE-IS" WITH NO WARRANTY EXPRESSED OR IMPLIED **
Reference Page 2 of This Q&I Order with The Manufacturer's Warranty T&C for Complete Warranty Details

TRADE-IN INFORMATION							MACHINE TOTAL	\$54,560.00
YEAR	MAKE	MODEL	SERIAL NUMBER	AMOUNT	PAY-OFF	NET	0.000% TAX	\$0.00
				\$0.00	\$0.00	\$0.00	SUBTOTAL	\$54,560.00
				\$0.00	\$0.00	\$0.00	LESS NET TRADE	\$0.00
							DOWNPAYMENT	\$0.00
							TOTAL AMOUNT DUE	\$54,560.00
							AMOUNT FINANCED	
							FINANCED WITH	

CUSTOMER AND ATLANTIC & SOUTHERN EQUIPMENT, LLC - AGREEMENT APPROVAL

Lessee authorizes Atlantic & Southern to file UCC-1 Financial Statement(s) and any and all UCC continuation statement(s) and/or other UCC forms with the applicable state. Lessee represents and warrants that the information provided herein or in connection with this agreement, including, but not limited to, their name, residence or state of incorporation or formation, and tax identification numbers, is true and correct.
"By signing below, Buyer/Lessee acknowledges that they have received the two pages of this document and agrees to: (1) the terms and conditions set forth on both pages of this document and any addendums attached hereto; (2) pay all applicable taxes which may be levied or assessed; and (3) pay for all damages to the equipment.

Customer Printed Name _____	ASE Sales Rep _____
Signature & Date _____	Sales Dept. Approval _____
Customer's Title _____	Credit Dept. Approval _____
Purchase Order No. _____	Contract Number _____

QUOTATION & INVOICING ORDER - ADDITIONAL TERMS & CONDITIONS

Atlantic & Southern Equipment, LLC (ASE) and the Customer named on page 1, agree that the following terms and conditions will apply to all goods and/or services sold by ASE to Customer covered by this QUOTATION. All goods and/or services are sold by ASE to Customer on the following terms and conditions:

1. **Proposals & Purchase Orders.**
 - A. The terms and conditions set forth herein can be modified or rescinded only in writing signed by ASE. No term, provision or condition stated by Customer in a purchase order or elsewhere will be binding on ASE if in conflict with, inconsistent with, or in addition to the terms and conditions stated herein. If a conflict exists in the terms of Customer's purchase order and the terms herein, the term stated herein will govern. ASE's failure to object to provisions in Customer's purchase order will not be deemed a waiver or modification of any of the terms and conditions set forth herein.
 - B. Unless expressly stated in the proposal, all prices stated in ASE's proposals are, in all events, subject to change without notice.
 - C. The designs and specifications of all goods sold are subject to change without notice and, in the event of any changes, ASE will have no obligation to make similar changes in goods that Customer previously ordered.
 - D. ASE is under no obligation to provide financing to Customer. Financing is subject to credit approval by ASE and/or other independent financing company(s).
2. **Delivery.**
 - A. No delay in shipment or delivery will give rise to any liability for damages, including but not limited to incidental or consequential damages, and Customer waives and releases any such claim. Customer's acceptance of goods also constitutes a waiver of any claim for delay.
 - B. Notwithstanding any other provision to the contrary, ASE may, without liability, at any time withhold or terminate performance pending: (1) receipt of evidence of the authority of individuals signing on Customer's behalf; (2) investigation of Customer's credit; (3) any assurances of payment that ASE deems necessary; (4) receipt of Customer's purchase order; or (5) other documentation or information. Customer warrants that any and all documents or information that Customer provides ASE are true and accurate.
 - C. Goods may be subject to sale by ASE to third-party prior to ASE's execution of this order.
 - D. Customer will inspect the goods at the time of delivery and will notify ASE in writing of any claims or defects within two business days after delivery. Failure of Customer to give written notice of a claim within the time period above will be conclusively deemed to be a waiver of that claim and Customer will have waived any right to reject the goods or to revoke acceptance of the goods. In no event may Customer setoff payment for any rejected or revoked acceptance goods against payment due on goods excepted.
 - E. The risk of loss or damage to goods will pass to Customer when placed with a common carrier at the F.O.B. point for delivery to Customer. Insurance against loss or damage to the goods during shipment is Customer's responsibility.
 - F. Customer confirms ASE has instructed Customer in the operation, routine servicing, and safety precautions of the purchased goods.
3. **Payment.**
 - A. Customer agrees to pay for all goods purchased on delivery of the goods to Customer, unless otherwise stated in ASE's proposal or invoice for the goods purchased.
 - B. There will be no extension of or change in the time for payment due to delays in installation & operation of goods caused by damage, warranty service or warranty replacement of parts.
 - C. All prices are subject to all federal, state, local sales, use, excise and other taxes on the production, sale, use, or shipment of the goods sold, now or subsequently becoming effective, and if not included in the invoice for the goods, that amount may be invoiced later.
 - D. This transaction is on F.O.B. shipping point terms. Unless otherwise specified in writing, the purchase price for goods does not include delivery, shipping, transportation, setup, and installation charges, which will be paid by Customer.
 - E. Customer will be conclusively deemed to have accepted and agree to any invoice from ASE (including but not limited to the price, quantity, quality, and a description of goods as stated on the invoice and any and all terms, provisions, conditions, agreements, representations and warranties on the invoice), unless ASE receives written objection to the invoice from Customer within five business days after the date the invoice is sent to Customer.
4. **Deposit & Cancellation.**
 - A. All sales are final and may not be revoked, canceled or returned by Customer. Unless otherwise agreed, a cancellation fee of 15 percent ("Cancellation Fee") of the Total Purchase Amount herein will be due and payable by Customer in the event that Customer cancels this QUOTATION prior to delivery.
 - B. A nonrefundable deposit of the purchase price may be required herein. In the event a deposit is paid by Customer, it will be applied towards the final purchase, or in an event of a cancellation, the nonrefundable deposit will be applied against the Cancellation Fee.
 - C. All deposits paid under this QUOTATION or any transaction related hereto, shall be nonrefundable.
 - D. In the event that the Cancellation Fee exceeds the nonrefundable deposit, Customer shall remit balance of payment at the time of cancellation. In the event that nonrefundable deposit exceeds Cancellation Fee, ASE will be under no obligation to refund customer for such balance.
 - E. Additionally, customer will pay ASE any incidental damages related to any cancellation by Customer.
5. **Warranty & Claims.**
 - A. ASE will use commercially reasonable efforts to obtain for Customer any warranty provided by the manufacturer of goods, for which customer shall acknowledge receipt in writing. ASE does not guarantee or otherwise assure performance of the manufacturer's warranty. Any claim on account of any such warranty will be made solely against the manufacturer and, notwithstanding any such claim, the purchase price will be paid on the terms set forth in ASE's proposal and invoice. If there is no warranty provided by the manufacturer, then the goods are sold "as-is where-is and without warranty".
 - B. ASE MAKES NO EXPRESSED OR IMPLIED WARRANTIES, INCLUDING ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR SUITABILITY.
 - C. In no event will ASE have any liability for any incidental or consequential damages arising out of or in connection with, breach of the sale or any other duty of ASE with respect to the goods, including, but not limited to, incidental or consequential damages for lost profits, lost sales or injury to persons or property.
 - D. Any production figures quoted are approximate, based on the conditions as understood by ASE but actual figures may vary substantially depending on operation conditions. Hence, no such figures are guaranteed.
 - E. Customer assumes all responsibility for use of the goods and for training the persons who will use the goods. Customer will indemnify, defend and hold ASE harmless from any claim, demand, loss, liability, damage or expense arising in anyway from use of good by Customer or its employees, agents, contractors, the signs or successors.
 - F. ASE makes no representation whatsoever with regard to whether any goods comply with the Occupational Safety and Health Act (OSHA), The Americans with Disabilities Act (ADA), or any other federal, state or local statute, law, ordinance or ruling. ASE is not responsible for any use of the goods. Customer will be responsible for safe use of all goods.
 - G. If manufacturer warranty is active, and not expired, Customer has been given a written copy of the manufacturer's warranty. Customer understands entitlement to benefits of manufacturer's warranty, as well as obligations of Customer with warranty, as detailed in the written manufacturer's warranty copy received, and in the Owners Installation/Manual and Service Record Book which Customer has also received.
 - H. It is the sole responsibility of Customer to ensure that the above instructions are passed on to all operators of the machine and that the Operators Instruction Book will be available to all operators, at all times.
6. **Term.**
 - A. This QUOTATION is effective as of the date signed by both parties and will continue in effect until cancelled by ASE in writing. Only appropriate management of ASE are authorized to execute this QUOTATION on behalf of ASE.
 - B. ASE may cancel the sale of any and all good not yet delivered, installed and paid for by Customer if: (1) Customer defaults on that or any other transaction at any time; (2) Customer defaults under this quotation at any time; (3) Customer makes any misrepresentation to ASE; (4) Customer is the subject of a proceeding under the bankruptcy laws; or (5) It appears to ASE that Customer's financial condition is such that Customer will not be able to pay for the goods when payment is due.
7. **Miscellaneous.**
 - A. All notices required or permitted to be given under this QUOTATION will be in writing and will be deemed to have been properly given on the date of actual receipt by the addressee if personally delivered to the party by hand delivery, overnight courier, next day delivery guaranteed, or U.S. Mail. Each party will have the right from time to time to specify as its address for purposes of this QUOTATION any other address in the United States of America on notice of the address, similarly given, to the other party.
 - B. ASE may assign and delegate any or all of its rights and duties under this QUOTATION at any time and from time to time without Customer's consent. Customer may not assign or delegate any of its rights or duties under this quotation without the ASE's prior written consent.
 - C. If causes or conditions beyond ASE's control make it impossible or impractical for ASE to perform any sales transaction, ASE may cancel the sale by giving written notice to Customer and refunding any deposit paid by customer.
 - D. Customer waives demand, notice, protest, notice of acceptance of this QUOTATION, notice of credit extended, notice of collateral delivered or received, and all other notices.
 - E. Customer shall pay ASE for reasonable cost, fees and expenses (including attorney's fees and court costs incurred through appellate levels), incurred by ASE in the event of a controversy regarding this transaction, or in collecting monies due or to become due, or incurred in replevying the equipment as a result of Customer ordering equipment and property from ASE, or as a result of a breach by Customer of any of its obligations hereunder. In the event litigation arises, the right of trial by jury is waived by both parties and Customer agrees that the suit may be brought only in Clayton County, GA. These terms & conditions shall be governed & construed in accordance with the laws of the State of Georgia.
 - F. This is the entire agreement between the parties and may not be modified or amended except by a written document signed by the party against whom enforcement is sought.
 - G. Customer agrees to execute any further agreement (rental, lease, financing) to properly document the transaction. Customer understands that he/she has the right to review such further agreement prior to execution of this QUOTATION.
8. **Security interest.** Customer grants to ASE a continuing purchase money security interest in all goods purchase from ASE by Customer as security for the payment to ASE of the purchase price for goods sold by ASE to Customer. Customer authorizes ASE to file UCC-1 Financial Statement(s) and any and all UCC continuation statement(s) and/or other UCC forms with the applicable state. Customer agrees to keep all proceeds of the collateral separate and identifiable; Customer agrees not to commingle the proceeds of collateral with other assets of Customer until ASE is paid in full for that collateral. Customer agrees to execute any other documents requested by ASE in order to further evidence or perfect this security interest. Customer grants ASE & its agents the right to enter any premises on which the collateral is situated to inspect, protect, preserve, & remove the collateral and to enforce ASE's security interest in the collateral.

CUSTOMER SIGNATURE: _____**DATE:** _____



Ground Maintenance, CE, Utility
Tractors, Mowers, RTVs - 112624-KBA
Ag Tractors with Related Attachments - 082923-KBA
NJPA Arkansas 4600055337
Nebraska 14777 (OC)
Mississippi 8200067336

MX5400HSTC WEB QUOTE #2989473

Date: 8/10/2026 7:13:11 AM

— Customer Information —

Wall, Carl

204061

Pamlico County

carl.wall@pamlicocounty.org

252-658-7141

Quote Provided By
Mitchell Tractor & Equip. Co

Rhett Lewis

301 N Bridge St.

Washington, NC 27889

email: rhett@mitchelltractorco.com

phone: 2524028535

-- Standard Features --

-- Custom Options --



Kubota

M Series

MX5400HSTC

UTILITY CAB TRACTOR, 4WD, HST TRANSMISSION

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model # V2403
Direct Injection
4 Cyl. 148.6 cu. in.
^ 53.8 Net Eng. HP
^ 46.5 PTO HP
@ 2700 Eng. rpm
EPA Tier 4 Emission Cert.
Turbo Common Rail Electronic Fuel Injection
12V - 650 CCA Battery
Charging Output 60 Amps

HYDRAULICS

Open Center - Gear Pump
4.9 gpm Power Steering
9.5 gpm Remote/3 Pt. Hitch
14.4 gpm Total Hyd. Flow
Cat I/II 3-point Hitch
At Lift Point 2870 lbs.
24" Behind 2310 lbs.
Telescoping Lower Links
Telescoping Stabilizers

^ Manufacturer Estimate

FRONT AXLE

Hydrostatic Power Steering
4WD: Cast Iron, Bevel Gear

TRANSMISSION

3 Range Low/Med/High
Cruise Control Standard
Mech. Wet Disc Brakes
Left Side Brake Pedals
Rear Differential Lock

INSTRUMENTS

Tachometer/Hour Meter
Fuel Gauge Meter
Warning Symbols
Coolant Temperature Meter

SELECTED TIRES

sub1426
FT TITN 12-16.5 R4 STL 6BLT TL2
RT TITN 17.5L-24 R4 STL 6BLT MXTL2

FLUID CAPACITY

Fuel Tank 11.9 gal
Cooling System 6.9 qts
Crankcase with filter 7.4 qts
Transmission and
Hydraulics 11.6 gal

POWER TAKE OFF

Live-Independent Hydraulic
540 rpm Rear PTO
@ 2700 Eng. rpm
SAE Std 1 3/8" Six Spline

SAFETY EQUIPMENT

2-Post Foldable ROPS w/
Retractable Seat Belt
Flip-Up PTO Shield
Safety Start Switches
Parking Brakes
Electric Key Shut Off
Turn Signals
SMV Sign

OPERATORS PLATFORM

Semi-Flat Deck w/Hanging Pedals
High Back Seat with Adjustable
Suspension
Tilt Steering
Interior Light
Interior Rearview Mirror
Front Wiper with Washer
A/C & Heater
Speakers & Radio Pre-Wired
Left Hand Step
Horn
Left & Right Hand Door
Rubber Floor Mat
Stationary PTO Switch
Cup Holder
Color Coded Controls

MX5400HSTC Base Price: \$48,776.00

Selected Kubota Attachments

(1) DRAWBAR CLEVIS, MX SERIES MX6831-DRAWBAR CLEVIS, MX SERIES	\$147.00
(1) 1ST POS LEVER KIT MX5400/MX6000 CAB MX6891A-1ST POS LEVER KIT MX5400/MX6000 CAB	\$648.00
(1) DOUBLE ACTING VALVE FOR MX L8303-DOUBLE ACTING VALVE FOR MX	\$320.00
(1) 2ND POS LEVER KIT MX5400/MX6000 CAB MX6892A-2ND POS LEVER KIT MX5400/MX6000 CAB	\$323.00
(1) FLOAT DETENT VALVE SECTION L8304-FLOAT DETENT VALVE SECTION	\$401.00
(1) LOADER VALVE FOR CAB MODELS MX2132-LOADER VALVE FOR CAB MODELS	\$1,013.00
(1) FRONT LOADER MX SERIES W/O VALVE LA1006A-FRONT LOADER MX SERIES W/O VALVE	\$5,971.00
(1) 72" Q.A. SQUARE BACK BUCKET / GL40'S L2235A-72" Q.A. SQUARE BACK BUCKET / GL40'S	\$941.00
(1) BUCKET/ATTACHMENT LEVEL INDICATOR (ROD TYPE) MX2140-BUCKET/ATTACHMENT LEVEL INDICATOR (ROD TYPE)	\$99.00
(1) 3RD POS LEVER KIT MX5400/MX6000 CAB MX6893A-3RD POS LEVER KIT MX5400/MX6000 CAB	\$323.00
(1) DOUBLE ACTING VALVE FOR MX L8303-DOUBLE ACTING VALVE FOR MX	\$320.00

Selected Land Pride Attachments

(1) 10 Series Combination Bucket, 72" Width CB1072-13-82-10 Series Combination Bucket, 72" Width	\$4,200.00
(1) 35 Series 3-Way Hydraulic Rear Blade, 84" Width RBT3584-01-11-21-82-35 Series 3-Way Hydraulic Rear Blade, 84" Width	\$5,393.00

Total Kubota Attachments: \$10,506.00

Total Land Pride Attachments: \$9,593.00

Total Attachments: \$20,099.00

Configured Price: \$68,875.00

Sourcewell Discounts:

Kubota Items: (\$13,042.04)

Land Pride Items: (\$2,398.25)

Total Discount: (\$15,440.29)

SUBTOTAL: \$53,434.71

Factory Assembly: \$325.00

Kubota Item Fees:

Dealer Assembly: \$980.83

Freight Cost: \$1,093.75

PDI: \$400.00

Land Pride Item Fees:

Dealer Assembly: \$300.00

Delivery Fee: \$200.00

WR-long 3rd function Valve \$1,350.00

Belco MPF48" Pallet Forks \$1,200.00

Sales Tax \$2,722.13

Total Unit Price: \$62,006.42

Quantity Ordered: 1

Final Sales Price: \$62,006.42

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

***All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.**

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DRAFT



Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

☐ Vendor: Deere & Company

2000 John Deere Run

Cary, NC 27513-2789 US

FED ID: 36-2382580

UEID: FNSWEDARMK53

☐ Signature on all LOIs and POs with a signature line

☐ Contract name or number; or JD Quote ID

☐ Sold to street address

☐ Ship to street address (no PO box)

☐ Bill to contact name and phone number

☐ Bill to address

☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)

☐ Membership number if required by the contract

☐ Also include a current valid tax-exempt certificate (if applicable)

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.

For any questions, please contact:

William Deloatch

Quality Equipment, LLC

508 Highway 70 East

New Bern, NC 28560

Email: wdeloatch@qualityequip.com

**ALL PURCHASE ORDERS MUST BE MADE OUT TO
(VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513-2789 US
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING
DEALER:**

William Deloatch
Quality Equipment, LLC
508 Highway 70 East New Bern, NC 28560

Prepared For**Prepared By**

William Deloatch
Quality Equipment, LLC
508 Highway 70 East
New Bern, NC 28560
wdeloatch@qualityequip.com

Quote Id 2493325**Creation Date 07-Aug-2026****Expiration Date 06-Sep-2026****Quote Summary**

Equipment Summary	Suggested List	Selling Price	QTY In Group	Extended
4052R Compact Utility Tractor (40 PTO hp) Contract: NC Grounds Maintenance Equip 2210B (PG 2Y CG 22) Price Effective Date: 01-Feb-2025	\$70,768.17	\$58,737.58	1	\$58,737.58
AP13F Floating Pallet Fork for Current 200/300/400/500 Series Carrier Contract: NC Grounds Maintenance Equip 2210B (PG 2Y CG 22) Price Effective Date: 01-Feb-2025	\$1,509.00	\$1,252.47	1	\$1,252.47
AY11E - 72 In. 4-In-1 Bucket for Current 300/400/500 Series Carrier Contract: NC Grounds Maintenance Equip 2210B (PG 2Y CG 22) Price Effective Date: 01-Feb-2025	\$3,681.00	\$3,055.23	1	\$3,055.23
RB2184H - 7 Ft. Medium Duty Hydraulic Rear Blade Contract: NC Grounds Maintenance Equip 2210B (PG 2Y CG 22) Price Effective Date: 01-Feb-2025	\$2,133.00	\$1,770.39	1	\$1,770.39
Equipment Total				\$64,815.67

Quote Summary

Total Selling Price	\$64,815.67
Sub-total	\$64,815.67

Salesperson : X _____

Accepted By : X _____



Balance Due

\$64,815.67

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote # 2493325

Customer

4052R Compact Utility Tractor (40 PTO hp)

QTY In Group : 1

Equipment Notes	---	Suggested List
Hours	---	\$70,768.17
Serial Number	---	Selling Price
Stock Number	---	\$58,737.58
Contract	NC Grounds Maintenance Equip 2210B (PG 2Y CG 22)	Discount Amount
Price Effective Date	01-Feb-2025	(\$12,030.59)
PUK Parent Serial #	---	

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
036BLV	4052R Compact Utility Tractor (40 PTO hp)	1	\$44,538.00	17.0%	(\$7,571.46)	\$36,966.54

Base / Options

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
0202	United States	1	\$0.00	17.0%	\$0.00	\$0.00
0409	English Operator's Manual and Decal Kit	1	\$0.00	17.0%	\$0.00	\$0.00
1520	eHydro™	1	\$0.00	17.0%	\$0.00	\$0.00
2051	Snow Cab with Air Ride Seat and Heavy Duty Front Axle	1	\$15,192.00	17.0%	(\$2,582.64)	\$12,609.36
2660	Factory Installed Stereo	1	\$712.00	17.0%	(\$121.04)	\$590.96
4061	Less iMatch™ Quick Hitch Category 1	1	\$0.00	17.0%	\$0.00	\$0.00
5240	16.9-24 (6PR, R4 Industrial, 2 Position)	1	(\$50.00)	17.0%	\$8.50	(\$41.50)
6240	10-16.5 (6PR, R4 Industrial, 2 Position)	1	\$174.00	17.0%	(\$29.58)	\$144.42



Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
BXX11116	EH 3rd SCV Kit 4R Cab	1	\$1,323.17	17.0%	(\$224.94)	\$1,098.23
Total Dealer Attachments			\$1,323.17		(\$224.94)	\$1,098.23
Selling Price Subtotal						\$58,737.58
Total Selling Price						\$58,737.58

**AP13F Floating Pallet Fork for Current 200/300/400/500 Series Carrier**

QTY In Group : 1

Equipment Notes	---	Suggested List
Hours	---	\$1,509.00
Serial Number	---	Selling Price
Stock Number	---	\$1,252.47
Contract	NC Grounds Maintenance Equip 2210B (PG 2Y CG 22)	Discount Amount
Price Effective Date	01-Feb-2025	(\$256.53)
PUK Parent Serial #	---	

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
2162XF	AP13F Floating Pallet Fork for Current 200/300/400 /500 Series Carrier	1	\$1,421.00	17.0%	(\$241.57)	\$1,179.43

Base / Options

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
1010	48 In. Pallet Tine (QTY of 1 equals a complete set of tines. (2)) Ordering a QTY of 2 would equal a total of 4 tines.	1	\$88.00	17.0%	(\$14.96)	\$73.04

Total Base / Options	\$1,509.00	(\$256.53)	\$1,252.47
Selling Price Subtotal			\$1,252.47
Total Selling Price			\$1,252.47

**AY11E - 72 In. 4-In-1 Bucket for Current 300/400/500 Series Carrier**

QTY In Group : 1

Equipment Notes	---	Suggested List
Hours	---	\$3,681.00
Serial Number	---	Selling Price
Stock Number	---	\$3,055.23
Contract	NC Grounds Maintenance Equip 2210B (PG 2Y CG 22)	Discount Amount
Price Effective Date	01-Feb-2025	(\$625.77)
PUK Parent Serial #	---	

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
2212XF	AY11E - 72 In. 4-In-1 Bucket for Current 300/400/500 Series Carrier	1	\$3,681.00	17.0%	(\$625.77)	\$3,055.23
Total Base / Options			\$3,681.00		(\$625.77)	\$3,055.23
Selling Price Subtotal						\$3,055.23
Total Selling Price						\$3,055.23

**RB2184H - 7 Ft. Medium Duty Hydraulic Rear Blade**

QTY In Group : 1

Equipment Notes	---	Suggested List
Hours	---	\$2,133.00
Serial Number	---	Selling Price
Stock Number	---	\$1,770.39
Contract	NC Grounds Maintenance Equip 2210B (PG 2Y CG 22)	Discount Amount
Price Effective Date	01-Feb-2025	(\$362.61)
PUK Parent Serial #	---	

Equipment Summary

Code	Description	Qty	List Price	Discount %	Discount \$	Adjusted Selling Price
1553XF	RB2184H - 7 Ft. Medium Duty Hydraulic Rear Blade	1	\$2,133.00	17.0%	(\$362.61)	\$1,770.39
Total Base / Options			\$2,133.00		(\$362.61)	\$1,770.39
Selling Price Subtotal						\$1,770.39
Total Selling Price						\$1,770.39

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

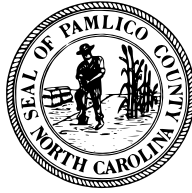
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT – TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4



COUNTY OF PAMLICO

POST OFFICE BOX 776
BAYBORO, NORTH CAROLINA 28515
(252) 745-3133 / 745-5195
FAX (252) 745-5514

COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request Approval To Purchase and Install a Water Mixer on the Reelsboro Water Tower

Pamlico County Water Department request consideration from the Pamlico County Board of Commissioners for approval to purchase and have installed a Water Mixer for the Reelsboro Water Tower. The Pamlico County Water Advisory Board has reviewed and approved this request to be presented to the Pamlico County Commissioners for approval. The cost of the Mixer and Installation is approximately \$27,032.00. This improvement is recommended to help improve the quality of water in the western part of Pamlico County.

Please see the memorandum of request and supporting documentation for your review and consideration.

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

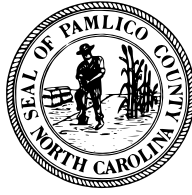
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT – TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4



COUNTY OF PAMLICO

POST OFFICE BOX 776
BAYBORO, NORTH CAROLINA 28515
(252) 745-3133 / 745-5195
FAX (252) 745-5514

COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

TO: Mark Brewington, County Manager
FROM: Carl Wall, General Services Administrator
DATE: September 1, 2026
RE: Approval to Install Mixer on Reelsboro Tower

On Monday, August 31, 2026, the Pamlico County General Services Administrator presented to the Water Committee a quote from Utility Service Co. Inc. To install a mixer for the Reelsboro Water Tower. The Water Committee asked that this be brought before the full Board of Commissioners for approval. The mixer would improve the water quality coming from the Reelsboro tank servicing the western area of the county.



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069

Toll-free: 855-526-4413 | Fax: 478-987-2991

usgwater.com

Date: **08/28/26**

Submitted by: **Scotty Wilkins**

Local Phone: **(336) 210-9251**

SFID: **207577**

MP / CS Asset: ☒

Entity Proposal Submitted To ("Customer"): Pamlico County			Phone Number: 252-658-7141		Fax Number:	
Street Address: 102 N 4th Street			Description of Work to be Performed: Mixing System Installation			
City: Bayboro		State: NC	Zip Code: 28515		Asset Name: ReelsboroTank	
Accounts Payable Contact Name:		Email:		Job Site Address: 146 Dixon Rd		
Job Contact (Inspection Reports): Carl Wall		Email: carl.wall@pamlicocounty.org		County / Parish: Pamlico	Asset Size: 200K	Asset Style: Elevated

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

Please see attached Exhibit(s), which are incorporated herein by reference:

1. Exhibit A – Scope of Work
2. Exhibit B – Terms and Conditions

Please sign and date this proposal and fax one copy to our office.

Twenty-Seven Thousand Thirty-Two and -----00 /100 Dollars \$ 27,032.00

Payment to be made as follows: **Payment Due in Full Upon Completion of Work – plus all applicable taxes**

Remittance Address: Utility Service Co., Inc., P O Box 207362, Dallas, TX 75320-7362

This Proposal, together with its Exhibit A – Scope of Work and Exhibit B - Terms and Conditions, and any additional exhibits that Utility Service Co., Inc. and the Customer agree to incorporate and attach to this Proposal (collectively, this "Proposal") constitutes the entire and exclusive agreement between Utility Service Co., Inc. (which for purposes herein shall collectively include its affiliate companies) and Customer (collectively, the "Parties"). This Proposal may be withdrawn by Utility Service Co., Inc. at any time prior to acceptance. Customer assents to the terms and conditions in Exhibit B and agrees that the terms and conditions in Exhibit B shall govern with respect to this Proposal and the services provided by Utility Service Co., Inc. No additional or conflicting terms or conditions included in any purchase order, hyperlink, acknowledgement or invoice of Customer not expressly incorporated into this Proposal shall be binding on the Parties or this Proposal.

Note: This proposal shall expire automatically
Fifteen (15) days following the date of this Proposal.

Authorized
USCI Signature

Acceptance of Proposal The prices, scope of work, and terms and conditions of this Proposal are satisfactory and are hereby accepted. Payment will be made by Customer to Utility Service Co., Inc. as set forth herein.

Is Customer Exempt from Sales Tax?



No



Yes

If Exempt, please provide Sales Tax Exemption Certificate.

Fiscal Year Beginning Month

Customer Signature

Date of Acceptance

Printed Name

FOR INTERNAL USE ONLY

SFID:

CN:

SO:

PPB: CH

MP / CS PN:



Proposal from
UTILITY SERVICE CO., INC.
535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
Toll-free: 855-526-4413 | Fax: 478-987-2991
usgwater.com

Exhibit A – Scope of Work

Mixing System Installation

1. A date shall be coordinated by both parties for the Owner to make the tank available.
2. Utility Service Co., Inc. shall furnish and install one (1) Kasco 2400 Active Mixer with a Control Panel, together with all drives, motors, controls, and accessories necessary for a complete and operable active mixing system.
3. Owner will be required to provide 115VAC/ 1Ph power supply at the tank with a disconnect switch, and will be required to supply a certified electrician to make the final connection, as may be required, between the Mixer and the power supply.
4. Owner will be responsible for all trenching, conduit, and electrical connections to the base of the tank, unless otherwise specified by this agreement.
5. Upon completion of installation, USCI will power up the Active Mixing system and complete electrical system check on the Indicator Panel, as applicable, to verify proper operation.



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069

Toll-free: 855-526-4413 | Fax: 478-987-2991

usgwater.com

Exhibit B – Terms and Conditions

A. GENERAL TERMS AND CONDITIONS

The Terms and Conditions (the "Terms") of this Proposal govern the sale of services (the "Services") by Utility Service Co., Inc. (which for purposes herein shall include its affiliates) to the Customer. All other terms, or variations to these Terms are excluded unless agreed explicitly in writing by a numbered amendment to this Proposal executed by Utility Service Co., Inc. and the Customer. Execution of the Proposal by the Customer, whether in writing, on the Internet, by electronic signature, or by e-mail transmission of a signed Proposal shall mean acceptance that these Terms are deemed incorporated into the Proposal and shall form the contract between the Customer and Utility Service Co., Inc. These Terms shall supersede all prior terms, understandings or Proposals between the Customer and Utility Service Co., Inc. If any part of the Terms should be found to be invalid or unenforceable by a court or other competent authority, then the remainder of the Terms shall not be affected. Any notice to be given with respect to these Terms by either of the Parties shall be in writing. Notices to the Customer shall be sent to the Customer's address on the Proposal, and any notices to Utility Service Co., Inc., including notice of warranty claims by the Customer, shall be sent to: Utility Service Co., Inc., ATTN: Customer Service Department, 535 General Courtney Hodges Boulevard, Post Office Box 1350, Perry, Georgia 31069.

This Proposal has been issued based on the information provided by the Customer and on information currently available to Utility Service Co., Inc. at the time of Proposal issuance. Any changes or discrepancies in site conditions, concealed conditions where the Services will be performed, changes in environmental, health, and safety regulations or conditions, changes in Customer's financial standing, Customer's requirements, or any other relevant change or discrepancy in the factual basis upon which this Proposal was created may lead to changes in the offering, including but not limited to, changes in pricing, warranties, quoted scope of work, and/or terms and conditions. Unless stated otherwise in the Proposal, performance and/or payment bonds are not included in the price. These bonds can be purchased on request but will be at an additional cost.

B. PRICES, PAYMENT TERMS, COMMITMENT OF CUSTOMER, CREDIT REPORTING AND TAXES

Prices, which are expressed in US Dollars, are only valid for the period stated in the Proposal. If not stated, the validity period is ninety (90) days. Unless otherwise stated in the Proposal, the full price shall be due and payable upon completion of the Services, which may or may not include the installation of Equipment. All of Utility Service Co., Inc.'s invoices are due and payable upon receipt. If any payment is not made by the Customer within sixty (60) calendar days following the date of the invoice, Utility Service Co., Inc. reserves the right to charge a late payment charge of one and one-half percent (1.5%) per month of the outstanding past due balance. Any failure by Customer to make timely payment of any obligation under this Proposal shall be deemed a breach. Customer agrees to reimburse Utility Service Co., Inc. for all charges, costs, expenses and attorney's fees incurred to enforce or collect the amounts due under this Proposal. In the event Customer has a valid dispute with any invoice or amount due, such dispute must be communicated in writing to Utility Service Co., Inc. within thirty (30) days of the invoice date, describing the amount, issue and the reason for any dispute. Any amounts not disputed within this time frame will be deemed to be valid. Utility Service Co., Inc. and Customer agree to work expeditiously to resolve any dispute. Customer agrees to notify Utility Service Co., Inc. within thirty (30) days of any change in Customer's name, address, or phone number. By executing this Proposal, Customer authorizes Utility Service Co., Inc. to periodically request your credit reports and bank and trade references. Upon your request, we will inform you of the name and address of the reporting agency from which we received such a report, if any. The price listed in the Proposal excludes all taxes unless specifically stated otherwise in the Proposal. The Customer is responsible for payment of all applicable taxes, however designated or incurred in connection with the transactions under this Proposal, and agrees to reimburse Utility Service Co., Inc. for any taxes paid on Customer's behalf.

C. DELIVERY OF SERVICES AND INSTALLATION OF EQUIPMENT

The provision of Services as contemplated herein might require the installation of certain equipment (the "Equipment") on the Customer's real property or on the improvements to the Customer's real property (e.g., water storage tank, etc.). All times and dates for the delivery of Services and/or installation of Equipment are approximate, but Utility Service Co., Inc. shall use its reasonable efforts to respect them. The Parties shall each make commercially reasonable efforts to schedule the Services after the date this Proposal is executed by the Customer. Utility Service Co., Inc. shall not be liable for any loss or damage resulting from late delivery of the Services or installation of Equipment.

D. ACCESS TO CUSTOMER'S FACILITY OR REAL PROPERTY

Customer hereby agrees to provide Utility Service Co., Inc. with reasonable access to its facility or real property to perform the Services. "Reasonable access" shall include passable roads for ingress and egress as well as sufficient usable ground space for Utility Service Co., Inc.'s equipment and materials needed to perform the Services. Unless otherwise provided in this Proposal, the price of this Proposal does not include the cost to lease additional real property so that Utility Service Co., Inc. will have sufficient usable ground space to stage its equipment and materials needed to perform the Services. Any such cost would be in addition to the price of the Proposal, and if needed, the Customer agrees to negotiate an amendment to this Proposal to modify the pricing in good faith.

E. RISK OF LOSS

Risk of loss or damage to the Equipment, if applicable to this Proposal, shall pass to the Customer upon delivery of the Equipment to the named place of destination.

F. TITLE TO EQUIPMENT

If the sale of Equipment is included in this Proposal, the title in the Equipment shall remain with Utility Service Co., Inc. until the price of the Proposal is paid in full. The Customer assents that Utility Service Co., Inc. may enter upon the Customer's real property and/or facility to repossess the Equipment if payment(s) are not received in full by their due date(s).

G. SCOPE OF WARRANTY

Subject to the limitations contained herein, Utility Service Co., Inc. represents that for a period of one (1) year from the earlier of: (i) the completion of the Services (to include the installation of the Equipment, if applicable to this Proposal) or (ii) the Customer's return to use of the asset that is the subject matter of this Proposal ("Warranty Period"), the Services and Equipment, if applicable, will be free from defects in materials and workmanship and will substantially conform to the specifications set forth in Exhibit A ("Warranty"). WITH THE EXCEPTION OF THE REPRESENTATION IN THE FOREGOING SENTENCE, UTILITY SERVICE CO., INC. MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES OF ANY KIND WITH RESPECT TO THE SUBJECT MATTER HEREOF AND ALL OTHER WARRANTIES ARE HEREBY DISCLAIMED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY, NON-INFRINGEMENT OR FITNESS FOR A PARTICULAR PURPOSE.

H. NOTIFICATION OF WARRANTY CLAIM

All claims filed under the Warranty provided in Section G shall be made in writing by the Customer within thirty (30) calendar days of identifying a defect. Customer shall provide the written notice of the claim to Utility Service Co., Inc. pursuant to Section A above, and the Customer shall provide the following information in the written notice: (i) a description of the defect giving rise to the claim; (ii) photographs showing the defect; and (iii) if the claim is related to Equipment, the serial number(s) of the Equipment which is (are) the subject of the claim.

I. EXCLUSIONS FROM WARRANTY

Occurrence of any of the following, as reasonably determined by Utility Service Co., Inc., will void the Warranty: (i) unauthorized alteration of any component(s) of the Services or the Equipment, if applicable, originally supplied by Utility Service Co., Inc., or (ii) intentional or negligent damage to Utility Service Co., Inc.'s work product or the Equipment, if applicable to this Proposal, caused by any other person or entity, including but not limited to, the Customer and its officers, employees, agents, contractors, and assigns.

J. VERIFICATION OF WARRANTY CLAIM

Utility Service Co., Inc. shall contact Customer following its receipt of notice of a claim under the Warranty. Utility Service Co., Inc. reserves the right to request additional information from the Customer or to conduct an on-site inspection of its work or the Equipment, if applicable to this Proposal, before accepting a claim. The Parties agree to cooperate and work in good faith to provide any additional information needed or to schedule an on-site visit by Utility Service Co., Inc.'s personnel to visibly inspect the work and the Equipment, if applicable. Furthermore, Utility Service Co., Inc. reserves the right to have a third party participate in the inspection of the work to verify whether the work or Equipment, if applicable, is defective under the terms of the Warranty.



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069

Toll-free: 855-526-4413 | Fax: 478-987-2991

usgwater.com

Exhibit B – Terms and Conditions (Continued)

K. SATISFACTION OF WARRANTY CLAIM

If Utility Service Co., Inc. verifies, in good faith, that a claim under the Warranty is valid and not subject to an exclusion pursuant to Section I above, Utility Service Co., Inc. agrees to repair or replace, without expense to the Customer, any workmanship, materials, and/or Equipment, if applicable, furnished hereunder that may prove defective within the Warranty Period. The Warranty provided in this Proposal shall be the sole and exclusive remedy of the Customer.

L. INDEMNIFICATION

Utility Service Co., Inc. shall indemnify and hold harmless Customer from all claims for physical damage to third party property or injury to persons, including death, to the extent caused by the negligence of Utility Service Co., Inc. or its officers, agents, employees, and/or assigns while engaged in activities under this Proposal. Customer shall likewise indemnify and hold harmless Utility Service Co., Inc. from all claims for physical damage to third party property or injury to persons, including death, to the extent caused by negligence of the Customer or its officers, agents, employees, and/or assigns. In the event such damage or injury is caused by joint or concurrent negligence of Utility Service Co., Inc. and Customer, the loss shall be borne by each Party in proportion to its negligence. For the purpose of this Section L, (i) "Third party" shall not include Customer or any subsequent owner of the property where the Services were performed or Equipment, if applicable, their subsidiaries, parents, affiliates, agents, successors or assigns including any operation or maintenance contractor, or their insurer; and (ii) no portion of the Equipment is "third party property".

M. FORCE MAJEURE

Utility Service Co., Inc. shall not be liable to the Customer for non-performance or delay in performance of any of its obligations under this Proposal due to: (i) acts of God (which include, but are not limited to, tropical storms, hurricanes, tornadoes, and earthquakes), (ii) failure of the Internet or another network, (iii) war, (iv) riot, (v) civil commotion, (vi) embargo, (vii) labor disputes, (viii) labor strikes, (ix) fire, (x) flood, (xi) theft, (xii) epidemic, (xiii) pandemic (including COVID-19), (xiv) delay in delivery of services, materials, or equipment by subcontractors, suppliers, or manufacturers, (xv) shortage of labor or materials, or (xvi) any other unforeseen event (whether or not similar in nature to those specified) outside the reasonable control of Utility Service Co., Inc.

N. LIMITATION OF LIABILITY

Neither the Customer nor Utility Service Co., Inc. shall be liable to the other for any economic (including, without limitation, loss of revenues, profits, contracts, business or anticipated savings), special, indirect, incidental, exemplary, punitive or consequential losses or damages or loss of goodwill in any way whether such liability is based on tort, contract, negligence, strict liability, product liability or otherwise arising from or relating to this Proposal or resulting from the use or the inability to use the Services or Equipment, if applicable to this Proposal, or the performance or non-performance of the Services or Equipment, if applicable. It is the responsibility of the Customer to insure itself in this regard if it so desires. The liability limit of Utility Service Co., Inc. and its affiliate companies under this Proposal, whether based in contract, warranty, tort (including negligence), strict liability, product liability or otherwise shall not exceed the price that the Customer agrees to pay Utility Service Co., Inc. in this Proposal.

O. GOVERNING LAW AND DISPUTE RESOLUTION

This Proposal and these Terms shall be construed in accordance with the laws of the state of Georgia without regard to the conflict of law principle. In the event of a dispute concerning this Proposal, the complaining Party shall notify the other Party in writing thereof. Management level representatives of both Parties shall meet at an agreed location and attempt to resolve the dispute in good faith. Should the dispute not be resolved within sixty (60) days after such notice, the complaining Party shall seek remedies exclusively through arbitration. The seat of arbitration shall be the federal district court closest to the location where the Services were performed or are scheduled to be performed, and the rules of arbitration will be the Commercial Arbitration Rules of American Arbitration Association, which are incorporated herein by reference into this Section O.

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

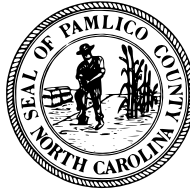
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT – TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4



COUNTY OF PAMLICO

POST OFFICE BOX 776
BAYBORO, NORTH CAROLINA 28515
(252) 745-3133 / 745-5195
FAX (252) 745-5514

COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request Approval Of A Joint Resolution Of The Counties Of Beaufort, Brunswick, Carterett, Craven, Currituck, Dare, Hyde, New Hanover, and Pamlico Requesting Governor Josh Stein And The North Carolina Department Of Transportation To Waive All Tolls And Fees Affecting North Carolina Ferry Routes For Locally Registered Vehicles

Pamlico County Administration request consideration from the Pamlico County Board of Commissioners for the approval of a Joint Resolution Of The Counties Of Beaufort, Brunswick, Carterett, Craven, Currituck, Dare, Hyde, New Hanover, and Pamlico Requesting Governor Josh Stein And The North Carolina Department Of Transportation To Waive All Tolls And Fees Affecting North Carolina Ferry Routes For Locally Registered Vehicles. The Resolution is in response to Senate Bill 257, the 2025 Appropriations Act, amends Article 6 of Chapter 136 of the North Carolina General Statutes to impose tolls on all ferry routes in North Carolina.

Please see the proposed "Joint Resolution Of The Counties Of Beaufort, Brunswick, Carterett, Craven, Currituck, Dare, Hyde, New Hanover, and Pamlico Requesting Governor Josh Stein And The North Carolina Department Of Transportation To Waive All Tolls And Fees Affecting North Carolina Ferry Routes For Locally Registered Vehicles" for your review and consideration.



BOARD OF COMMISSIONERS

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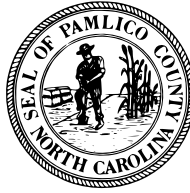
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A JOINT RESOLUTION OF THE COUNTIES OF BEAUFORT, BRUNSWICK, CARTERET, CRAVEN, CURRITUCK, DARE, HYDE, NEW HANOVER, AND PAMLICO REQUESTING GOVERNOR JOSH STEIN AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION TO WAIVE ALL TOLLS AND FEES AFFECTING NORTH CAROLINA FERRY ROUTES FOR LOCALLY REGISTERED VEHICLES

- WHEREAS,** Senate Bill 257, the 2025 Appropriations Act, amends Article 6 of Chapter 136 of the North Carolina General Statutes to impose tolls on all ferry routes in North Carolina and to increase tolls on currently existing ferry routes according to route destination and vehicle size; and
- WHEREAS,** ferries serve as the primary, and in some cases exclusive, highways and bridges for the residents, commuters, and emergency services of eastern North Carolina; and
- WHEREAS,** the residents of Beaufort, Brunswick, Carteret, Craven, Currituck, Dare, Hyde, New Hanover, and Pamlico counties rely on these state-maintained marine corridors daily to access employment, medical care, education, and essential goods; and
- WHEREAS,** mainland residents of North Carolina enjoy free, un-tolled access to state-maintained roads, highways, and bridges funded by the general tax base to which coastal residents also contribute; and
- WHEREAS,** imposing additional transit fees on local citizens simply because they reside in a coastal region creates an unfair system of double taxation; and
- WHEREAS,** the financial burden of new or increased tolls will disproportionately harm local working families, small businesses, and fixed-income retirees who have no viable alternative transit routes; and
- WHEREAS,** a fair and equitable solution must distinguish between daily local commuters who utilize the ferry system as an essential highway and seasonal tourism traffic that utilizes the system for recreation.

NOW, THEREFORE, BE IT RESOLVED by the Boards of Commissioners of the Counties of Beaufort, Brunswick, Carteret, Craven, Currituck, Dare, Hyde, New Hanover, and Pamlico, North Carolina, that:

1. **The member counties strongly request** all Tolls and Fees affecting North Carolina Ferry Routes be waived for all vehicles registered in counties with Ferry Terminals.
2. **The member counties humbly urge** the Honorable Governor Josh Stein and the North Carolina Department of Transportation to waive all Tolls or Fees for Vehicles registered in counties with Ferry Terminals and to create a permanent waiver exempting all locally registered personal and commercial vehicles from ferry tolls.
3. **The member counties request** that any necessary state revenue adjustments focus strictly on non-resident, seasonal tourism traffic rather than penalizing local citizens.

ADOPTED this the _____ day of _____, 2026.

BY: _____

Kenny Heath, Chair
Pamlico County Board of Commissioners

ATTESTED:

Tracy Boyd, Clerk
Pamlico County Board of Commissioners

[SEAL]

BOARD OF COMMISSIONERS

CHAIRMAN

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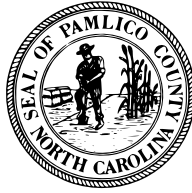
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DAVID B. BAXTER, JR.

September 8, 2026

The Honorable Josh Stein
Governor of North Carolina
20301 Mail Service Center
Raleigh, NC 27699-0301

The Honorable Joey Hopkins
Secretary of Transportation
North Carolina Department of Transportation
1501 Mail Service Center
Raleigh, NC 27699-1501

RE: Joint Resolution Requesting a Permanent Ferry Toll Waiver for Locally Registered Vehicles

Dear Governor Stein and Secretary Hopkins,

On behalf of the Boards of Commissioners for Beaufort, Brunswick, Carteret, Craven, Currituck, Dare, Hyde, New Hanover, and Pamlico counties, we respectfully submit the **2025 Appropriations Act** ^{ate} waive all ferry tolls and fees for personal and commercial vehicles registered in counties containing ferry terminals.

The provisions in Senate Bill 257 (the 2025 Appropriations Act) to implement new tolls and increase existing ones create a severe and disproportionate hardship for our citizens. In eastern North Carolina, the ferry system is not a recreational luxury. It serves as our primary, and in some cases exclusive, network of highways and bridges. Our working **2025 Appropriations Act** -income retirees rely on these marine corridors daily to access vital employment, healthcare, schools, and essential goods.

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strategy must distinguish between daily local commuters who use the ferries out of necessity and seasonal tourists who use them for leisure.

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Respectfully submitted,

Chairman Kenny Heath
Pamlico County
Board of Commissioners

BOARD OF COMMISSIONERS

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VICE-CHAIRMAN

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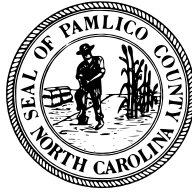
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DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request Approval Of Salary Increase For Required Certification

Pamlico County Human Resources Office request consideration from the Pamlico County Board of Commissioners for the approval increase in salary for the Pamlico County Tax Administrator for the completion of the required North Carolina Department of Revenue Tax Administrator Course. This course is required by General Statue to be completed with a passing score as a prerequisite to hold the position of Tax Collector. Per Pamlico County Policy upon completion of passing a certification exam the employee is eligible for a 6% increase in pay.

Please see the memorandum and supporting documentation attached for your review and consideration.



BOARD OF COMMISSIONERS

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COUNTY MANAGER

MARK BREWINGTON

CLERK TO THE BOARD

TRACY BOYD

COUNTY ATTORNEY

DAVID B. BAXTER, JR.

August 28, 2026

Dear Mark,

RE: Tax Dept – Kathy Wall – Increase for Certification

Kathy Wall has successfully completed the NCDOR – Tax Administration Course. This certification is required for the position of Tax Administrator in the State of North Carolina.

Per policy, we give a 6% increase upon passing a certification exam.

Mrs. Wall's current salary is \$75,486 with benefits is \$106,988.

Requested 6% increase for certification salary is \$80,015, with benefits is \$112,572.

I am requesting approval to increase Ms. Wall's salary to \$80,015 effective at the beginning of the next full pay cycle.

Thank you for your consideration.

Amanda Carey

Payroll/Human Resources Director



Pamlico County Tax Office

Post Office Box 538 | Bayboro, North Carolina 28515

Collections: 252-745-4125

Listing: 252-745-3105

Land Records: 252-745-3791

August 26, 2026

To: Amanda Carey

From: Kathy Wall, Tax Administrator

Subject: Tax Administration in North Carolina Certification

Amanda,

I am requesting consideration of a salary increase of 6% for successful completion of the NCDOR- Tax Administration in North Carolina Course, which is part of my required certifications for Tax Administration in the State of NC. This certification was completed on August 13, 2026. This salary change would change the salary of \$75,486 to \$80,014 (with benefits \$112,447). This request is a 6% increase as the Certification requirements from NCDOR/UNC School of Government (attached).

Respectfully,

A handwritten signature in cursive script that reads "Kathy Wall".

Kathy Wall, Tax Administrator

NCDOR

THIS CERTIFICATE IS AWARDED TO

Kathy Wall

for successfully completing the course of instruction

Tax Administration in North Carolina

Presented this 13th day of August, 2026



John A. (Tony) Simpson, Director

Local Government Division, NC Department of Revenue

CE: 30 Hours

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

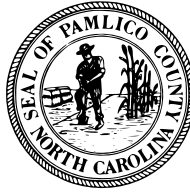
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COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request From North Carolina Department Of Agriculture And Consumer Services Division Of N.C. Forest Service For A Budget Amendment

District Forester Dennis K. Register request consideration from the Pamlico County Board of Commissioners for the approval of a FY 2026/2027 Budget Amendment for the Pamlico County NC Forest Service personnel. Since the budget was adopted by the Pamlico County Board of Commissioners, North Carolina Forest Service has learned that the North Carolina Legislative Budget gave NC Forest Service Employees pay increases which they were not aware of. Due to this occurrence the budget amendment request is for a FY 26/27 budget adjustment increase for Pamlico County of \$9,528.00.

Please see the letter of explanation from District Forester Dennis K. Register attached for your review and consideration.



North Carolina Department of Agriculture
and Consumer Services
N.C. Forest Service



Steven W. Troxler
Commissioner

Greg Hicks
Assistant Commissioner/
State Forester

August 26, 2026

NC Forest Service
District 4
3810 M. L. King Jr. Blvd.
New Bern, NC 28562

Mr. Mark Brewington
County Manager, Pamlico County
PO Box 776
Bayboro, NC 28515

RECEIVED

AUG 31 2026

PAMLICO COUNTY
FINANCE OFFICE

Mr. Brewington,

Thank you for meeting with me and County Ranger Michael Davis concerning the unexpected salary increases in the Pamlico County, North Carolina Forest Service Budget. To recap our discussion, our budgets are developed in January each year and submitted to the county to provide you time to develop your overall budget for the county. Unfortunately, after the budget was voted on by the County Commissioners, we learned of two additional increases the State Legislature provided that we were unaware of; an additional increase of 10% in salary and an increase in the hourly rate for after-hours on-call compensation.

In January, I was told to expect salary increases of 3% from the State Legislature and NCFS would move from an 11 pm cap to a full 24-hour on-call. The \$2 per hour rate for on-call was not expected to change since that required approval from OSHR and the State Legislature. The Pamlico County budget was prepared utilizing this guidance and submitted to the County for approval.

As you are aware, State budget negotiations were held behind closed doors. No new information was provided until after the budget was approved and released to the public. It was then we learned that the NC Forest Service was allotted an additional 10% salary increase for Forestry Firefighters and that on-call compensation was increased to a maximum of \$5 per hour. NCFS Management decided to increase on-call compensation to \$3.50 per hour to maximize allotted funds. Pamlico County NCFS personnel fell under the umbrella of Forestry Firefighters and will receive an additional increase of 10% to their salary, for a total increase of 13%.

The current budget was approved at a total of \$384,402 (a split of \$153,761 for the County and \$230,641 for the State). We are requesting the board approve the amended budget at a total of \$408,223 (a split of \$163,289 for the County and \$244,934 for the State). This would amount to a total increase of \$23,821 or an increase of \$9,528 for the County and \$14,293 for the State.

While it is great news that NCFS personnel will receive historic salary increases not seen in State government since 1984, it does impact the operational side of our county budget. Without an increase on the County side of the budget, the salary increases will have to come out of our operating expenses in the current budget. This will have a negative impact on how we operate in the county over the next year.

I humbly ask that the Pamlico County Board of Commissioners review this request and approve the modest increase to the NCFS budget. If you have any questions, please do not hesitate to reach out to me at 252-649-6772 or to Pamlico County Ranger Michael Davis at 252-745-3775.

Sincerely,



Dennis K Register
District Forester, D4
NC Registered Forester #1434

BOARD OF COMMISSIONERS

CHAIRMAN

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VICE-CHAIRMAN

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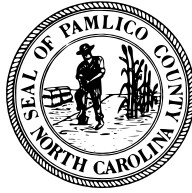
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COUNTY OF PAMLICO

POST OFFICE BOX 776
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COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

September 8, 2026

TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Request To Amend Pamlico County Board Of Commissioner Meetings
Operating Procedures

Pamlico County Board of Commissioners Chairman Heath request the Pamlico County Board of Commissioner to consideration amending the Pamlico County Board of Commissioners rules of order to include public comment availability at all established Board of Commissioner Meetings. This would change the current rules of order for public comment from public comment only available at the 1st Board of Commissioners Meeting of the month to public comment available at all Pamlico County Board of Commissioner Meetings.

BOARD OF COMMISSIONERS

CHAIRMAN

KENNY HEATH -TOWNSHIP #5

VICE-CHAIRMAN

EDWARD RIGGS JR. - TOWNSHIP #3

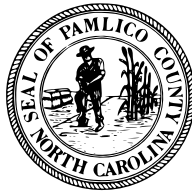
DOUG BRINSON - AT LARGE

KARI FORREST – AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT – TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4



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TO: Chairman Heath and Pamlico County Board of Commissioners

FROM: Mark Brewington, County Manager

RE: Closed Session Request

A closed session is requested of the Board of Commissioners to consult with the County Attorney in order to preserve the attorney-client privilege pursuant to N.C.G.S. § 143-318.11(a)(3), and to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee pursuant to N.C.G.S. § 143-318.11(a)(6)."