



**CURRITUCK COUNTY
NORTH CAROLINA**

January 27, 2021

Minutes – Special Meeting of the Board of Commissioners

6:00 CALL TO ORDER

The Currituck County Board of Commissioners held a Special Meeting at 6:00 PM in the Board Meeting Room of the Historic Courthouse located at 153 Courthouse Road, Currituck, North Carolina, to consider a budget amendment to fund the operation of Covid-19 vaccination clinics in Currituck County.

Attendee Name	Title	Status	Arrived
Michael H. Payment	Commissioner	Present	
Paul M. Beaumont	Commissioner	Absent	
J. Owen Etheridge	Commissioner	Present	
Mary "Kitty" Etheridge	Commissioner	Present	
Selina S. Jarvis	Commissioner	Present	
Kevin E. McCord	Commissioner	Present	
Bob White	Commissioner	Present	

Chairman Payment called the meeting to order.

NEW BUSINESS

A. Budget Amendment-CARES Act Funds Transfer for Covid-19 Clinic Related Expenses

County Manager, Ben Stikeleather, reviewed the budget amendment to move funds to cover staffing, supplies and other expenses associated with Covid-19 vaccination clinics being held in the County. Mr. Stikeleather said most of the costs are eligible for FEMA (Federal Emergency Management Act) reimbursement.

Mr. Stikeleather responded to several questions about operations and future plans for vaccine clinics in the County. Discussion concluded and Commissioner J. Owen Etheridge moved for approval of the budget amendment. Commissioner McCord seconded the motion. The motion carried on a 6-0 member vote.

		Debit	Credit
		Decrease Revenue or Increase Expense	Increase Revenue or Decrease Expense
Account Number	Account Description		
10510-502100	Overtime		\$ 64,000
10510-505000	FICA		\$ 4,896
10510-507000	Retirement		\$ 6,938
10510-508000	Supplemental Retirement		\$ 3,200
10530-502000	Salaries - Regular		\$ 496,000
10530-502100	Overtime		\$ 200,000
10530-503500	Temporary Services		\$ 38,000
10530-505000	FICA		\$ 56,151
10530-507000	Retirement		\$ 37,699
10981-502100	Overtime	\$ 300,000	
10981-503500	Temporary Services	\$ 300,000	
10981-505000	FICA	\$ 45,900	
10981-507000	Retirement	\$ 47,520	
10981-532000	Supplies	\$ 113,464	
10981-545000	Contract Services	\$ 100,000	
200981-502000	Salaries	\$ 25,000	
200981-502100	Salaries - Overtime	\$ 25,000	
200981-503000	Salaries - Part-time		\$ 25,000
200981-503500	Temporary Services		\$ 25,000
		\$ 956,884	\$ 956,884
Explanation:	Sheriff (10510); Emergency Medical Services (10530); COVID - FEMA (10981); COVID - CARES (200981) - To move budgeted salary funds that were funded through CARES ACT to the COVID - FEMA accounts to provide additional temporary staffing, overtime for current staff to run the COVID clinics, supplies and contracts to continue to provide necessary sanitation supplies, masks, additional cleaning for the next several months.		
Net Budget Effect:	Operating Fund (10) - No change.		
	CARES Act Fund (200) - No change.		

RESULT:	APPROVED [UNANIMOUS]
MOVER:	J. Owen Etheridge, Commissioner
SECONDER:	Kevin E. McCord, Commissioner
AYES:	Michael H. Payment, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner
ABSENT:	Paul M. Beaumont, Commissioner

ADJOURN

Motion to Adjourn Meeting

There was no further business and Commissioner Mary Etheridge moved to adjourn. Commissioner Jarvis seconded the motion. The motion carried and the Special Meeting of the Board of Commissioners adjourned at 6:05 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary "Kitty" Etheridge, Commissioner
SECONDER:	Selina S. Jarvis, Commissioner
AYES:	Michael H. Payment, Commissioner, J. Owen Etheridge, Commissioner, Mary "Kitty" Etheridge, Commissioner, Selina S. Jarvis, Commissioner, Kevin E. McCord, Commissioner, Bob White, Commissioner
ABSENT:	Paul M. Beaumont, Commissioner

Number 20210075A

BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 27th day of January 2021, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2021.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10510-502100	Overtime		\$ 64,000
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Explanation: Sheriff (10510); Emergency Medical Services (10530); COVID - FEMA (10981); COVID - CARES (200981) - To move budgeted salary funds that were funded through CARES ACT to the COVID - FEMA accounts to provide additional temporary staffing, overtime for current staff to run the COVID clinics, supplies and contracts to continue to provide necessary sanitation supplies, masks, additional cleaning for the next several months.

Net Budget Effect: Operating Fund (10) - No change.
CARES Act Fund (200) - No change.

Minute Book # _____, Page # _____

Journal # _____

Clerk to the Board

Attachment: BA Jan 27_Special Meeting for Vaccine Clinics (Budget Amendment-Covid Vaccine Clinics-FEMA)