



Minutes

Board of County Commissioners Budget Work Session #1 Meeting Monday, April 28, 2025 at 4:00 PM Pender County Public Assembly Room 805 S. Walker Street, Burgaw, NC

PRESENT: Commissioner Brad George
Commissioner Jerry Groves
Chairman Randy Burton
Vice Chair Brent Springer
Commissioner Jimmy T. Tate

ABSENT:

OTHER PRESENT: Meg Blue, Interim County Manager
Trey Thurman, County Attorney
Lexi Stanfield, Clerk to the Board
Allen Vann, Assistant County Manager
Other Staff and Members of the Press and Public

1. 4:00 PM OPENING PRESENTATION: MEG BLUE

Meg Blue, Interim County Manager and Finance Director, opened the meeting by reviewing the purpose of the budget work sessions.

2. 4:10PM REVENUES: MEG BLUE

Meg Blue, Interim County Manager and Finance Director, review the County's revenues budgets.

3. 4:20PM DSS: AIMEE WATSON-GREEN

Aimee Watson-Green and staff presented the DSS budget. Green discussed retention of employees and the hybrid schedule currently utilized while the new Health and Human Services building is built. Green answered questions from the Board.

4. 4:50PM HEALTH: CAROLYN MOSER

Carolyn Moser, Health and Human Services Director, and Donna Ramos, Accounting Specialist, presented the Health Department Budget. Like DSS, the Health Department staff will be moving to the new building once it is completed. There are no major changes to the budget.

5. 5:15PM ELECTIONS: GREG JACKSON

Gregory Jackson, Elections Director, presented the Elections Budget. Jackson reviewed line items and noted the only real change is the addition of a staff member.

6. 5:30PM REGISTER OF DEEDS: SHARON WILLOUGHBY

Sharon Willoughby, Director of the Register of Deeds, presented her department budget. Willoughby discussed pay among the Register of Deeds office staff. There were no major changes from the last fiscal year budget.

7. 5:45PM VETERANS: MICHELLE LEACH

Miichelle Leach, Veterans' Services Director, presented her budget. Leach discussed the training process for her staff and reported no major changes from the previous fiscal year.

8. 6:00PM ITS: MARCEL MIRANDA

Marcel Miranda, ITS Director, presented the ITS budget. Miranda discussed two new contracted service requests for cybersecurity enhancements. No major changes in the ITS budget were reported. Two reclassifications were requested to reflect certification and merit.

9. 6:15PM BREAK

10. 6:30PM COOPERATIVE EXTENSION: MARK SEITZ

Mark Seitz, Cooperative Extension Director, reviewed his budget. The Cooperative Extension reported little change from the prior fiscal year. The Board and Seitz reviewed his staffing needs.

11. 6:45PM TOURISM: OLIVIA DAWSON

This section of the budget work session was removed in response to the funding for this department being removed from the 2025-2026 Fiscal Year budget. The Board of Commissioners allowed Olivia Dawson, Tourism Director, and Miles Bielec to speak.

12. 7:00PM LIBRARY: ALLEN PHILLIPS-BELL

Allen Phillips-Bell, Library Director, presented the library budget. Bell discussed the use of e-books versus books, and programs offered through the library. Bell reviewed the current Hampstead Library project which is in the design face. The library budget has little to no changes from the 2024-2025 Fiscal Year. The Board asked questions regarding the staffing of the library.

13. 7:45PM HR AND INSURANCES: PAM BRAME

Pamela Brame and Kimberly Wickline-Bennet, HR Director and Deputy HR Director respectively, presented their budget. HR requested a few changes regarding employee title and career development but otherwise, had little to no change from the previous years. Brame reviewed the merit raises and cost of living increase as well. Brame and Bennet answered questions from the Board members. Meg Blue assisted in answering some questions regarding uniforms.

14. 7:15PM TAX: MEG BLUE

Meg Blue, Interim County Manager and Finance Director, presented the tax department's budget in lieu of the Tax Administrator. Some areas of the budget, such as postage, saw an increase in comparison to last year. Two reclassifications were requested as well. Otherwise, there were little to no changes with the tax budget.

15. 7:30PM FINANCE: MEG BLUE

Meg Blue, Interim County Manager and Finance Director, presented the Finance budget. The only change was a reclassification of the assistant director to deputy director. All other line items are consistent with the year prior.

16. 8:00PM COUNTY MANAGER, ATTORNEY, GOVERNING BOARD:

MEG BLUE

Lexi Stanfield, Administrative Assistant to the County Manager's Office and Clerk to the Board of Commissioners, presented the budget for both offices. Stanfield reviewed the two staffing changes, a ten-percent raise and a reclassification for two staff members. Some line items in the Manager's budget went down in comparison to last year, but overall the budget was consistent with the year prior. The Board of Commissioners' budget saw little to no changes. The only increase reported was the training line-item.

17. 6:45PM OUTSIDE AGENCIES: JACOB ORMAN

Jacob Orman, Budget Manager, presented this section of the work session. Orman reviewed the organizations receiving monies from the County. The Board vocalized concern with the amount of monies going to outside organizations and instructed staff to review it and come back with a more conservative budget.

[MIN_SIGNATURES]