

**MINUTES
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS
OF EDGEcombe COUNTY
JANUARY 3, 2017 AT 7:00 P.M.
IN THE COMMISSIONERS' ROOM, COUNTY ADMINISTRATIVE BUILDING
TARBORO, NORTH CAROLINA**

1. MEETING CALLED TO ORDER BY CHAIRMAN LEONARD WIGGINS AT 7:00 P.M.

MEMBERS PRESENT: Mr. Leonard Wiggins, Chairman, Mr. Jonathan Felton, Vice-Chairman, Mrs. Viola Harris, Mr. Donald Boswell, Mr. William Wooten, Mrs. Evelyn Powell and Rev. E. Wayne Hines.

MEMBERS ABSENT: None.

OTHERS PRESENT: Mr. Eric Evans, County Manager, Mr. Michael Peters, County Attorney and Ms. Frankie Mungo, Clerk to the Board.

2. PRAYER.

Rev. Hines provided the prayer.

3. MINUTES OF PREVIOUS MEETINGS PRESENTED FOR APPROVAL.

Mr. Felton moved to approve the November 18, 2016, December 4, 2016, and December 19, 2016 minutes as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

4. SCHEDULED APPOINTMENT.

A. Presentation of the County's new website.

Mr. Evans and Mr. Jayson Webb, IT staff member, provided a presentation on the County's new website.

5. PUBLIC PETITIONS.

No petitioners came forward.

6. OTHER BUSINESS:

A. Approval of budget amendments.

Mr. Felton moved to approve the budget amendments as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

B. Approval of proposed increase on TB test reading fees.

Mr. Evans stated that staff at the Health Department regularly reviews fees to ensure they cover the costs associated with providing the services, and to make sure they are in compliance with rules associated with such fees. It was noted that clients sometimes come in to have TB skin tests read that were administered at other healthcare facilities. To this point, that service has been provided by the Health Department at no costs. Mr. Evans stated that staff proposes a \$14.00 per reading fee for TB skin tests be added to the fee schedule. This was presented to the Human Services Board, which voted to forward a favorable recommendation.

Mr. Harris moved to approve the increase on TB test reading fees as recommended by the Human Services Board. Mr. Boswell seconded the motion, which carried by unanimous vote.

C. Approval of Grant Administrator position.

Mr. Evans stated that the County has many opportunities to seek grant funding to supplement the services provided. Often grant writing and administration duties can be time consuming. Though the County already apply for and receive many grants in various department, he felt that we could do much more if we had a person dedicated to the task. In seeing the need for this position he built into the Manager's budget for the current year the salary for grant administrator position; which was even after cutting his budget by nearly \$50,000 from last year. The salary for this position could also be supplemented by indirect and administrative overhead costs allowed by most grants. Mr. Evans stated that he had held off bring this recommendation to the Board to get a better idea of how the fiscal year would go financially. But as the need still exists, and now even more so with the likelihood of working with hazard mitigation grant programs from Hurricane Matthew he wanted to bring the recommendation for consideration and

recommended that the Board approve the addition of a Grant Administration position at a grade 16 to the County's Pay Plan with a salary of \$35,945.00

Rev. Hines moved to approve the addition of the Grant Administrator position as recommended. Mrs. Powell seconded the motion, which carried by unanimous vote.

D. Approval of Personnel Policy amendment regarding longevity for retirees with thirty years of service.

Mr. Evans stated that the County provides longevity pay annually to employees with at least five continuous years of services. Article V Section 14 of the Personnel Policy states that employees must be employed as of November 1st of each year to receive longevity pay. Mr. Evans stated that the former manager, Mr. Lorenzo Carmon, had brought before the Board in November 2005 a recommendation to prorate longevity for employees retiring with thirty years of services. This was to remove the need for a retiring employee to remain employed through November 1st in order to receive longevity. The Board approved that change. However, when the Personnel Policy was revised and adopted in 2014, that amendment was left out. Mr. Evans that for the sake of clarity he recommended that the Board amend Article V Section 14 of the Personnel Policy to add the statement "Longevity will be prorated for employees retiring with thirty years of service."

Mr. Felton moved to approve the amendment to the Personnel Policy as recommended. Mr. Wooten seconded the motion, which carried by unanimous vote.

E. Approval of a Memorandum of Understanding regarding the Transfer of Ownership of Police Canines.

Mr. Evans presented to the Board for consideration MOA's related to the transfer of ownership for two canines used in the Sheriff's Office. One canine has been retired from active service and recommended to be given to his handler, who is still an officer with the Sheriff's department. Mr. Evans stated that since the time of the Board's agenda preparation this canine has deceased and the Board would need only to approve the MOA of the other canine assigned to an officer who has gone to work for the Stantonsburg Police Department. Mr. Evans stated that Sheriff Knight recommends this action due to the age of the canine. Police canines are trained to work with their assigned handler, and the cost to retrain them for use with another is not practical considering their limited life expectancy.

Mr. Boswell moved to approve the MOA as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

F. Review of summary of bids for loan financing related to land purchase at Kingsboro.

Mr. Evans stated that the County is considering financing for the capital to purchase land for economic development and for renovations at the County's courthouse. With the assistance of consultants at Davenport & Company, a request for proposals was prepared and responses solicited. Mr. Evans presented to the Board a comparison of the terms provided by the eight respondents. He stated that the Budget Committee met with staff earlier in the day to review the proposals and to make a recommendation to the full board and recommended that the Board approve their recommendation of Southern Bank and authorize staff to proceed with Davenport & Company in preparing the Final Approving Resolution; which will be brought back to the Board at the February meeting. Mr. Evans reminded the Board that this financing requires approval from the Local Government Commission, which is expected to go before them in February.

Mr. Ted Cole, Davenport & Company came forth and provided a summary of bids.

Mr. Wooten moved to approve the recommendation of Southern Bank as recommended by the budget committee. Mr. Felton seconded the motion, which carried by unanimous vote.

7. APPOINTMENTS.

A. Human Services Board.

Mr. Felton moved to re-appoint Robert Allen Robbins, Robin Webb Corbett, Ann Adams, Faye Spruell, Allen Mitchell, Florence Armstrong, Othar Woodard, Phyllis Talbot, William Kenny Parker Rose Wooten and Doris Howington as recommended by the Human Services Board. Mrs. Powell seconded the motion, which carried by unanimous vote.

B. Tourism Development Authority.

Mrs. Harris moved to appoint Tina Parker. Mr. Wooten seconded the motion, which carried by unanimous vote.

C. Edgecombe County Memorial Library Board.

Mr. Wooten moved to appoint Joy Chafin. Mrs. Powell seconded the motion, which carried by unanimous vote.

D. Planning Board.

Mr. Boswell moved to re-appoint Fred Hampton and Johnson Smith. Mr. Felton seconded the motion, which carried by unanimous vote.

8. PLANNING BOARD. *Received*****

A. Action items:

1. Proposed UDO Text Amendment (16-UDO-45) relative to Temporary Disaster Homes.
2. Reappointment recommendation of Mr. Fred Hampton and Mr. John Smith.

B. Other Business.

C. Draft minutes.

D. Next meeting scheduled for January 23, 2017.

9. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.

Mrs. Harris moved to approve the afterlists and releases as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

10. DEPARTMENTAL REPORTS FOR REVIEW.*Received*****

A. Water Services.

B. Financial Summary Report.

11. MANAGER'S REPORT.

A. Economic and Workforce Indicators.

B. Hurricane Matthew update.

C. Nash County's Realignment with Trillium Health Resources.

D. Town of Sharpsburg seeking to create a Fire Tax District.

E. Follow-up on land purchase and option renewal at Kingsboro.

F. Follow-up on Edgecombe serving as the lead agency for the HCCBG program.

G. Martin Luther King, Jr. activities.

12. COMMISSIONERS' REPORT.

13. ATTORNEY'S REPORT.

14. CLOSED SESSION.

A. Mr. Wooten moved to enter into closed session to discuss economic development and a personnel issue. Mr. Boswell seconded the motion, which carried by unanimous vote.

Rev. Hines moved to go out of closed session and resume the regular meeting. Mrs. Powell seconded the motion, which carried by unanimous vote.

Rev. Hines moved to approve the Sheriff position salary range of \$80,000 to \$85,000. Mrs. Harris seconded the motion, which carried by a vote of 5 to 2. Voting for were Mr. Wiggins, Mr. Felton, Rev. Hines, Mrs. Harris and Mrs. Powell. Voting against were Mr. Boswell and Mr. Wooten.

15. REV. HINES MOVED TO ADJOURN THE MEETING UNTIL MONDAY, FEBRUARY 6, 2017 AT 7:00 P.M. MR. FELTON SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

Approved February 6, 2017
Frangie Mungo, Clerk to the Board