

MINUTES  
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS  
OF EDGECOMBE COUNTY  
DECEMBER 6, 2021 AT 7:00 P.M.  
IN THE CARMON AUDITORIUM  
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, Rev. E. Wayne Hines, Vice-Chairman, Mrs. Viola Harris, Mr. Donald Boswell, Mrs. Evelyn Powell, Mr. Ralph Webb, and Mr. William Wooten.

**MEMBERS ABSENT:** None.

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

2. **SAFETY INSTRUCTIONS.**

Mrs. Bess provided safety instructions.

3. **PRAYER.**

Rev. Hines provided the prayer.

4. **MINUTES OF PREVIOUS MEETINGS PRESENTED FOR APPROVAL.**

Rev. Hines moved to approve the minutes of the November 1, 2021 meeting as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

5. **ELECTION OF OFFICERS – 2022.**

**Board of Commissioners Chairman**

Mr. Peters called for nominations.

Mr. Leonard Wiggins was nominated by Rev. Hines.

**Board of Commissioners Vice-Chairman**

Mr. Wiggins called for nominations.

Rev. E. Wayne Hines was nominated by Mr. Leonard Wiggins.

6. **SCHEDULED APPOINTMENTS.**

A. **Town of Princeville representative presentation to the Board of Commissioners.**

Mayor Bobby Jones came forth to present tokens of appreciation to the Board of Commissioners and to thank them on behalf of the citizens of Princeville for the support over the last five years in addition to as long as he has been the Mayor for the last eight years. He stated that it has been an honor and privilege to work with the County, especially the County Manager, Mr. Evans and Princeville's representative Mrs. Harris.

Mr. Evans showed the Board a plaque that the Town of Princeville presented to the Edgecombe County Board of Commissioners at the Ribbon Cutting of the Town Hall.

B. **Dr. Valerie Bridges, ECPS Superintendent, recognition from Board.**

Mr. Wiggins introduced Dr. Bridges and Rev. Raymond Privott, ECPS Board Chairman. Mr. Wiggins read *a Resolution to Honor Edgecombe County Public Schools Superintendent Dr. Valerie Bridges.*

Mrs. Powell moved to approve the resolution as presented. Rev. Hines seconded

the motion, which carried by unanimous vote.

The North Carolina Association of School Administrators, the North Carolina School Superintendents' Association and the North Carolina School Boards, jointly acknowledge her excellence in education by selecting her as the 2022 North Carolina Superintendent of the year.

Dr. Bridges thanked the Board, her Board and the community.

Rev. Privott thanked the Board for recognizing Dr. Bridges.

**C. Michelle Etheridge, Interim Health Director, to present COVID-19 update.**

Mrs. Etheridge stated that as of November 29, 2021 NC DHHS reported 8,150 cases of COVID-19 in Edgecombe County. Group most affected is white females in the age group of 25-49. There has been a slight increase in the daily case averages. She provided information on demographics on cases, deaths and vaccines. Death count due to COVID-19 is 127. Total vaccines given in Edgecombe County equals 47,964. She provided information on COVID-19 testing, vaccines, community events and incentives.

**D. Sharon Edmondson, North Carolina Deputy Treasurer – Fiscal Accountability Agreement.**

Ms. Edmondson stated that she was present to talk about the County's outstanding financial audits. Edgecombe County is now two years behind on its statutorily required audits. She stated that on December 4, 2020 the 2019 audit was over a year late. Since 2015, the County has been late every year. She stated that she talked with Mr. Evans about the situation. She told commissioners that the consequences of the county's not being able to meet its state-mandated deadlines could be great. If your audit is not approved by Feb. 22, the county will lose funding and be required to pay \$3.7 million back to the U.S. Department of Agriculture. Ideally this would come from the Water and Sewer District 4 fund, but they have been told that if this payment has to be made it must come out of the General Fund.

After Ms. Edmondson's presentation regarding the late audits, consequences and plans on addressing this matter Mr. Evans read his prepared response.

Ms. Edmondson answered several questions from the Board.

**7. PUBLIC PETITIONS.**

Mr. Craig Deal stated that he has been Edgecombe County for 54 years. He stated that he is a research superintendent for North Carolina Agriculture and he leads several farm managers, farm technicians and what they practice is communication at all times. He stated that in his dealing with Edgecombe County there is no communication. He had a land transaction take place in May. His lawyer did his part, but the County has not done their part. He knew that the former coordinator retired and a replacement was hired. He stated that he is still waiting for that property to appear in his name. He has called several times, left several messages, wanting somebody to answer questions and nobody has returned his calls. Mrs. Lewis has not returned his calls, which goes back to communication. He stated that when he finally got through to someone he was told that it would be done that week and it still has not been done. He stated that his sister came to Mr. Evans's office and left a message for him to call her, then she called and Mr. Evans still has not received a call back. Mr. Deal asked why is it so hard for people to do their jobs. He stated that his sister called two commissioners and she received a phone call in 4 to 8 hours and then he received a phone call from one of them. That is communication. He stated that he even tried to complete the satisfaction survey and for two weeks he could not get through. When he finally did get on and expressed

what he had been through he did has not heard anything. Mr. Deal stated that it should be an embarrassment to Edgecombe County that he had a surveyor come to him and tell him that he was sorry that he had land in Edgecombe County. He stated that this does not make him feel good because he has been here all his life. He stated that he hopes this is not an example of his tax dollars at work. He thanked Mr. Boswell and Mr. Webb for being the kind of County commissioners the citizens need.

Mr. Wiggins stated that the Board will get some answers and find out if it happened why did it happen.

Mrs. Kathy Williams presented pictures of animals that have died because the animal shelter cannot be kept clean because it is so old and the floor cannot be sealed. She stated that these are perfectly healthy animals that until they came to the animal shelter, were okay. She stated that there were several days that it was above 85 degrees inside the shelter with the air conditioning and fans going. That is breaking State law. If the State Inspector had walked in she would have closed the shelter immediately. Mrs. Williams stated she knew that the Board put the \$50,000 aside raised they have raised \$47,000. She stated that they are trying. She stated that they run out of room constantly and the citizens do not want to hear that there is nowhere to put the animals. She stated that the officer at the shelter tries to keep that building clean. She stated that she has been telling the State Inspector every year that we are getting a new shelter, and the State Inspector is going to get tired of that.

Mr. Evans read the following email submitted for public petitions:  
Solid Waste Management Director Position

Ellyn Andrews <Ellyn.Andrews@nutrien.com>

Wed 12/1/2021 2:30 PM

To: Public Comments <publiccomments@edgecombeco.com>

I would like to recommend Gloria Moseley for the position of Solid Waste Management Director for Edgecombe County. Gloria has worked at the landfill for many years. She knows the ins and outs of the position. Gloria already does most of the duties that are listed on the job description. She is passionate about keeping Edgecombe clean. She works hard and deserves this position.

Please consider her for this position. She would make a great director!

Thank you

Ellyn Andrews  
Administrative Coordinator  
Tarboro Central Source Location #134  
Tarboro Telone Plant #123  
LPI Warehouse Tarboro NC #0138  
Mid NC/VA Div Tarboro Bulk #2029

Nutrien Ag Solutions Inc.  
495 W. St James St  
Tarboro NC 27886  
252-641-6310 phone  
252-641-6313 fax  
[Ellyn.andrews@nutrien.com](mailto:Ellyn.andrews@nutrien.com)

[NutrienAgSolutions.com](http://NutrienAgSolutions.com)

**8. OTHER BUSINESS:**

**A. Approval of budget amendments.**

Mr. Wooten moved to approve the budget amendments as presented, with the

exception of budget amendment #17 (To budget additional funds to administrative assistant for HR Department. Half salary for remainder of the fiscal year.) Mrs. Powell seconded the motion, which carried by unanimous vote.

**B. Approval of Bad Debt Write-Off from the Health Department.**

Mr. Evans stated that the Edgecombe County Health Department's Bad Debt Write Off Policy states that a patient's account will be handled as Bad Debt when there has been no activity on the account for more than six months. This does not mean that there will be no further efforts to collect the debt. In fact, if there is any new activity on the account, for example the patient presents at the Health Department for services, then the account is reactivated. This action is an accounting method whereas the written off debt no longer shows on our books as receivable.

Mr. Harris moved to approve the Bad Debt Write-Off Policy as recommended by the Human Services Board. Rev. Hines seconded the motion, which carried by unanimous vote.

**C. Approval of Health Department Fee Schedule change.**

Mr. Evans stated that staff at the Health Department regularly reviews the fee schedule to add fees as needed and to ensure existing fees cover the costs associated with providing the services. For Board's consideration he presented the addition of an in-home COVID-19 vaccine administration fee of \$35. He stated that the Human Services Board at their last meeting voted to recommend the approval of this fee change retroactive to June 8, 2021 to cover previously administered in-home vaccinations.

Mrs. Harris moved to approve the fee schedule change as recommended. Mr. Boswell seconded the motion, which carried by unanimous vote.

**D. Approval of voting delegate for the National Association of Counties Legislative Conference.**

Mr. Evans stated that the National Association of Counties will hold its Legislative Conference on February 12<sup>th</sup>-16<sup>th</sup>. Commissioner Harris plans to attend to represent the County. He recommended that the Board take action to approve Commissioner Harris as the Voting Delegate for Edgecombe County for the 2022 NACo Legislative Conference.

Mr. Boswell moved to approve as recommended. Mr. Webb seconded the motion, which carried by unanimous vote.

**E. Approval of Board of Commissioners meeting schedule for 2022.**

Mr. Evans presented for Board consideration the regular Board of Commissioners meeting schedule for 2022. Our County Code of Ordinances specifies that the regular meetings of the Board are to be held in the Commissioners' Room. Due to the COVID-19 pandemic and the need for more space to provide social distancing, the Board previously revised the location of the regular meeting to the Carmon Auditorium through this year. Considering that Edgecombe County, and many counties in North Carolina, are still identified as having substantial risk of transmission for the COVID-19 virus, he recommended that for the upcoming year the meetings remain in the Carmon Auditorium until such time as we deem it safe to return to the Commissioners' Room.

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

**F. Approval of revision to the pay scale.**

Mr. Evans stated that in reviewing the capacity needs in the Finance Department, and in consultation with the Finance Director, he determined that another position is needed to assist in carrying out the complex functions of the financial operations. The work of this position needs to cross multiple functions within the department. Therefore, he presented for the Board's consideration the addition of an Accounting Specialist-Finance at salary grade 14. He stated that there is already an Accounting Specialist at grade 14, however that position is specific to the Health Department. Also included for the Board's consideration are changes to the Purchasing Manager position to make it more compatible with the needs of the department. The position will remain at Grade 14.

Mrs. Boswell moved to approve the revision as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

**G. Approval of Emergency Management Performance Grant.**

Mr. Evans stated that the County has been awarded \$21,056.25 by the North Carolina Department of Public Safety, Emergency Management Division under the Emergency Management Performance Grant Program (EMPG). The purpose of the grant is to provide training and emergency management planning. This is 100%\$ grant funded and requires no local match.

Mr. Boswell moved to accept the grant award and approve the accompanying budget amendment as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

**SUPPLEMENTAL**

**1. Appointments:**

**A. Board of Adjustment.**

Mr. Webb moved to reappoint Mr. Billy Trevathan as recommended by the Edgecombe County Board of Adjustment. Mr. Boswell seconded the motion, which carried by unanimous vote.

**9. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.**

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

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

**A. Utilities Department report.**

**B. Financial Summary report.**

**C. Planning Department – Correction to Unified Development Ordinance.**

**11. MANAGER'S REPORT.\*\*\*Received\*\*\***

**A. Workforce Development indicators.**

**B. Introduction of new Chief Information Officer.**

Mr. Evans introduced Mr. Jason Webb.

**C. Dedication and Donor Appreciation Ceremony for G.W. Carver's Adaptive Playground: Tuesday, December 7<sup>th</sup> at 4 p.m.**

**D. Update on the sale of decommissioned computers.**

**12. COMMISSIONERS' REPORT.**

Mrs. Harris stated that the Personnel Committee met and talked about the Employee Voice Committee. She stated that the Personnel Committee should be working along with Mrs. Bess since the Voice Committee is dealing with personnel issues and concerns. She stated that she would like to see the three-member Personnel Committee interacting with her as well as to trying to come up with some solutions and answers for the employees.

Mr. Wiggins stated that he had no problem with this and asked the Board if they had a problem. It was the consensus of the Board to have the Personnel Committee interact with the Employee Voice Committee and Mrs. Bess.

13. ATTORNEY'S REPORT.

None.

14. CLOSED SESSION.

Mr. Webb moved to go into closed session to discuss:

A. Economic Development. [N.C.G.S. 143-318.11 (a)(4)]

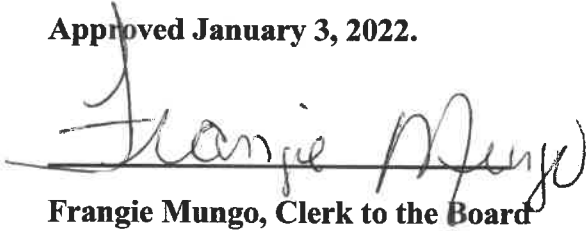
B. Personnel Matter. [N.C.G.S. 143-318.11 (a)(3)]

Mr. Boswell seconded the motion, which carried by unanimous vote.

Mr. Boswell moved to go out of closed session and resume the regular meeting. Mr. Wooten seconded the motion, which carried by unanimous vote.

15. MRS. POWELL MOVED TO ADJOURN THE MEETING UNTIL MONDAY, JANUARY 3, 2022 AT 7:00 P.M. REV. HINES SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

Approved January 3, 2022.

A handwritten signature in cursive script that reads "Franjie Mungo". The signature is written in black ink and is positioned above a horizontal line.

Franjie Mungo, Clerk to the Board