

MINUTES  
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS  
OF EDGEcombe COUNTY  
NOVEMBER 1, 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, Mr. Donald Boswell, Mr. William Wooten, Mrs. Viola Harris and Mrs. Evelyn Powell.

MEMBERS ABSENT: Mr. Ralph Webb.

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

2. SAFETY INSTRUCTIONS.

Mrs. Bess provided safety instructions.

3. PRAYER.

Rev. Hines provided the prayer.

4. MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.

Rev. Hines moved to approve the minutes of the October 4, 2021 meeting as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

5. PUBLIC HEARING:

1. Mr. Wiggins called a public hearing is called to order to receive citizen comments relative to the Proposed Amendments to the Edgecombe County Unified Development Ordinance (UDO).

Mr. Peters read the public notice as published.

Mr. Evans called on Mr. Chad Meadows, with CodeWright Planners, to present.

Mr. Meadows presented the following with the objective of conducting the public hearing and consideration of adopting the Draft UDO:

- Project background.
- Overview of edits.
- Document structure.
- Administration.
- Applications.
- Districts.
- Land uses.
- Nonconformities.
- Standards.
- Violations.
- Word usage.
- Final steps.

Mr. Meadows answered questions from the Board.

Mr. Wiggins called for public comments. There being none the public hearing was adjourned.

**Mrs. Harris read the Resolution to Adopt Amendments to the Unified Development Ordinance.**

**Mr. Meadows stated that the resolution will become effective immediately.**

**Mrs. Powell moved to adopt the resolution as presented. Mr. Wooten seconded the motion, which carried by unanimous vote.**

**2. Mr. Wiggins called a public hearing to order to receive citizen comments relative to the proposed redistricting for Edgecombe County Commissioners districts.**

**Mr. Peters read the public notice as published.**

**Mr. Evans stated that two redistricting alternatives have been presented for the Board's consideration. These two alternatives are proposed with the goal of reaching a permissible range (+/-5%) of the ideal district size based on the County's 2020 population. They were also developed based on the priority criteria that the Board chose at the last meeting. At the last meeting, these alternatives were presented and discussed and the Board called for a public hearing to allow citizens to make their views known regarding the proposed maps. These proposed districts have been on display in the County Administration Building, as well as on our website. Mr. Evans stated that following the public hearing, the Board can choose to approve one of the alternatives presented, or request another alternative be drawn. The deadline to adopt revised districts is November 17, 2021.**

**Mr. Wiggins called for public comments. There being none the public hearing was adjourned.**

**Mr. Wooten moved to approve plan entitled Option A and the Resolution Adopting New Election District Boundaries. Mrs. Harris seconded the motion, which carried by unanimous vote.**

**Mr. Wooten read the Resolution Adopting New Election District Boundaries.**

**6. SCHEDULED APPOINTMENTS.**

**A. Michelle Etheridge, Interim Health Director, presented COVID-19 update.**

**Mrs. Etheridge stated that as of October 27, 2021 NC DHHS reported 7,913 cases of COVID-19 in Edgecombe County. Group most affected is white females in the age group of 25-49. There has been a decline in the daily case averages. She provided information on demographics on cases, deaths and vaccines. Death count due to COVID-19 is 125. Total vaccines given in Edgecombe County equals 44,776. (41%). She provided information on COVID-19 testing, vaccines, community events and incentives.**

**7. PUBLIC PETITIONS.**

**Rev. Roosevelt Higgs, via telephone call-in, stated that his reason for calling in related to a death at the hands or in the custody of law enforcement of Edgecombe County. He stated that he was speaking from a personal perspective. On July 5, 1960 his mother received a call that her husband was deceased. Prior to July 5<sup>th</sup>, his father was a WW II Veteran and from time to time he would have episodes related to this. He stated that he remembered the Sheriff officers picking up his father with the understanding to his mother that they were carrying him to Goldsboro. He never made it to Goldsboro. He stated that on July 10<sup>th</sup> his father was funeralized. He stated that his family never understood what clearly happened to his father while he was in custody of the Edgecombe County Sheriff's Department. He asked the Board to search their records to see what really happened to their father, which would be a great comfort to his family. He stated that his father's name was Lewis Frederick Higgs.**

8. **OTHER BUSINESS:**

**A. Approval of budget amendments.**

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

**B. Approval of Resolution to Honor Mr. Gordan Campbell, World War II Veteran.**

Mrs. Harris moved to approve the Resolution to Honor Mr. Gordan Campbell as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

Mr. Boswell read the resolution and the support information about Campbell which some is listed below:

- He was born April 3, 1920- 101 years, six months, 28 days of age
- Resident of Tarboro and Edgecombe County since 1998
- Served as a member of the Merchant Marines in World War II and the United States Army.
- Navigated over more than 25 trips across the Atlantic Ocean
- Possibly not only the oldest veteran in Edgecombe County, but possibly the State of North Carolina

**C. Approval of Kingsboro Infrastructure Project Change Order #7.**

Mr. Evans presented for the Board's consideration Change order No. 7 for the contract with TA Loving Company. The contract is for the extension of water service into the Kingsboro Business Park. The details of the change order are described in the attached document. The proposed change order adds \$790,915.00 for a total cost of \$6,906,500.69. This project, including this change order, is funded by grants from the Golden LEAF Foundation and NC Department of Commerce-Industrial Development Fund.

Mr. Boswell moved to approve Change Order #7 as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

**D. Approval of Change Order #1 for EMS Station #2 Renovation Contract.**

Mr. Evans presented for the Board's consideration Change Order No. 1 for the contract with Long's Home Repair. The contract is for the post-mold remediation renovation at EMS Station No. 2. The details of the change order are described in the attached document. The proposed change order adds \$11,700.00 for a total cost of \$109,800. Sufficient funds to cover this change order are already budgeted in the Maintenance Department.

Mrs. Harris moved to approve Change Order No. 1 as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

**E. Approval of Resolution Directing the Application to the Local Government Commission for the Approval of Water and Sewer Revenue Bonds.**

Mr. Evans stated that now that the sewer project for Speed is complete, it is necessary that we convert the project's temporary financing to permanent financing. This includes the issuance of Water and Sewer Revenue Bonds in the amount of \$503,000. First, the Local Government Commission must approve this. Mr. Evans presented a resolution directing the application to the Local Government Commission for approval. Mr. Evans recommended that the Board convene as the Governing Body for Water and Sewer District No. 4 and approve the resolution as presented.

Mr. Boswell moved to recess as Board of Commissioners and convene as the Governing Board of Water and Sewer District No. 4. Mrs. Powell seconded the motion, which carried by unanimous vote.

**Mr. Boswell moved to approve the Resolution Directing the Application to the Local Government Commission for the approval of Water and Sewer Revenue Bonds. Rev. Hines seconded the motion, which carried by unanimous vote.**

**Rev. Hines moved to adjourn the meeting of the Governing Body for Water and Sewer District No. 4 and resume the regular Board of Commissioners meeting. Mrs. Harris seconded the motion, which carried by unanimous vote.**

**F. Approval of request for the sale of service weapon to retiring Sergeant Leonard Powell and Captain Norman Dozier.**

**Mr. Evans stated that NC Statute 20-187.2 allows the Board of Commissioners to award a retiring officer his/her service weapon. It specifically states that you may do so at a price determined by you as the governing body. Sheriff Atkinson has requested that consideration be given for retiring Sergeant Leonard Powell and Captain Norman Dozier. To show the County's appreciation for their exemplary service, and to provide a memento to that service, Mr. Evans recommended that the Board approve the transfer of their service weapons at a price of \$1 upon the retirement of Sergeant Leonard Powell and Captain Norman Dozier.**

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

**G. Approval of 2022 Holiday Schedule.**

**Mr. Evans presented for the Board's approval the Holiday Schedule for 2022. The dates listed are consistent with our personnel policy.**

**Mr. Boswell moved to approve the 2022 Holiday Schedule as presented. Rev. Hines seconded the motion, which carried by unanimous vote.**

**H. Approval of contract amendment for Southern Health Partners.**

**Mr. Evans stated that Sheriff Atkinson has presented for the Board's consideration Amendment #1 for the contract with Southern Health Partners. The contract is to provide health services at the Detention Center. The propose amendment increase the twelve-month annualized cost by \$10,950 to \$501,351.24. It also raises the threshold for the average daily inmate population to 220 from 170. As in the original contract, when the average daily population exceeds this threshold, a per diem rate of \$.77 is charged for each inmate over this limit.**

**Mrs. Harris moved to approve the contract amendment as presented. Rev. Hines seconded the motion, which carried by unanimous vote.**

**I. Approval of Retention and Disposition Schedules.**

**Mr. Evan stated that per North Carolina General Statute, the Department of Natural and Cultural Resources, Division of Archives and Records is responsible for determining which public records must be retained and for how long. They do so by publishing, and periodically amending, a Records and Retention Schedule. Mr. Evans presented the latest schedules, which we are required to adopt. One is for General Records and the other for Program Records.**

**Mrs. Powell moved to adopt the Records Retention and Disposition Schedule for General Records as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.**

**Mrs. Powell moved to adopt the Records Retention and Disposition Schedule**

for Program Records as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

**J. Approval of surplus of decommissioned computers.**

Mr. Evans stated that in the last two years, we have been able to replace old and outdated computers in several departments. Staff in the IT Department have wiped the hard drives clean and prepared them for decommission. There is likely resale value in these units. Mr. Evans recommended that the Board approve the list of devices for surplus and authorize their sale on GovDeals.

Mr. Boswell moved to approve the list as recommended and to authorize their sale on GovDeals. Rev. Hines seconded the motion, which carried by unanimous vote.

**9. APPOINTMENTS:**

**A. Parks and Recreation Advisory Board.**

Mr. Evans stated that at the last meeting the Board created a Parks and Recreation Advisory Board. The structure of the Board is as follows:

- One County Commissioner;
- Two members representing municipal interests;
- One representative from Edgecombe County Schools;
- One member representing Cooperative Extension (local or state office);
- Two members representing non-profit organizations with interests in parks and recreation; and
- Four members at large who represent the interests of public regarding parks and recreation.

Mr. Evans stated that we previously had a Parks and Recreation Taskforce. He recommended that as many members of the Taskforce members that may serve in one of these seats be considered. The following Taskforce members are willing to serve in the following slots:

- Oscar Mabry, Pinetops Councilman – Municipal Representative
- Lanetta Scott, Resource Center Coordinator – Edgecombe County Schools
- Regina Mosely, Extension Agent – Cooperative Extension
- Sue Howard, Edgecombe Memorial Library – Non-profit.

There will remain seven seats on this board and staff will continue to seek other candidates.

Rev. Hines moved to appoint Mabry, Scott, Mosely and Howard as recommended. Mrs. Harris seconded the motion, which carried by unanimous vote.

**B. Tourism Development Board.**

Mr. Evans stated that the term for Mr. Rusty Holderness has expired and he has reached his term limit for the Tourism Development Authority. At its last meeting, the TDA voted to recommend the appointment of Mr. Deepen Parikh, owner of the Best Western-Sure Stay Hotel in Tarboro to replace him.

Mr. Boswell moved to appoint Mr. Parikh. Mrs. Powell seconded the motion, which carried by unanimous vote.

**C. Arts Commission.**

Mr. Evans stated that the Board has one appointment remaining for the Tarboro-Edgecombe Public Arts Commission. Mr. James Barnes has submitted an application for Boards and Commissions and wishes to be considered for this at-large seat.

Mr. Boswell moved to appoint Mr. Barnes as recommended. Rev. Hines seconded the motion, which carried by unanimous vote.

10. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.

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

11. CONTRACTS FOR REVIEW AND APPROVAL.

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

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

- A. Water Services.
- B. Financial Summary report.
- C. Health Department – Annual Child Fatality Prevention Team Report.

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

Mr. Evans introduced Mrs. Veronica Hill to the Board as the new Human Resources Director. Mrs. Hill has 14 years with the County in the Finance Department as Accounting Technician and was promoted to Payroll Administrator.

- A. Workforce Development indicators.
- B. Vance Street Project Groundbreaking.
- C. Sales Tax report.
- D. Citizen feedback form.

14. COMMISSIONERS' REPORT.

15. ATTORNEY'S REPORT.

None.

16. CLOSED SESSION.

Mr. Boswell 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)]

Mrs. Powell 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.

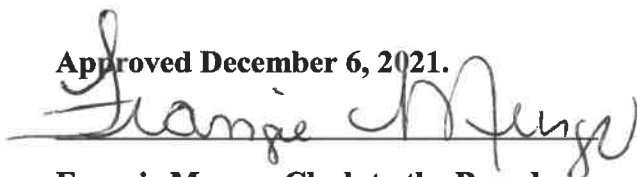
Mr. Wooten moved to approve the salary of \$101,174.00 for the Sheriff. Mrs. Powell seconded the motion, which carried by unanimous vote.

Mrs. Harris talked about LGC and the status of the Assistant Finance Director position.

After discussion Mr. Wooten moved to amend the job description of the Assistant Finance Director's position by changing the *Special Requirements: North Carolina Government Finance Officer Certification* to "Recommended". Mrs. Harris seconded the motion, which carried by unanimous vote.

17. MR. BOSWELL MOVED TO ADJOURN THE MEETING UNTIL MONDAY, DECEMBER 6, 2021 AT 7:00 P.M. REV. HINES SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

Approved December 6, 2021.



Frangie Mungo, Clerk to the Board