

MINUTES
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS
OF EDGEcombe COUNTY
OCTOBER 4, 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, Mrs. Evelyn Powell, Mr. Ralph Webb and Mrs. Viola Harris.

MEMBERS ABSENT: Mr. William Wooten.

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 prayer.

4. MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.

Rev. Hines moved to approve the minutes of the September 7, 2021 meeting as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

5. PUBLIC HEARING:

1. Mr. Wiggins called a public hearing to order to receive citizen comments relative to the Proposed Amendments to the Edgecombe County Animal Services Ordinance.

Mr. Peters read the public notice.

Mr. Evans stated that the Animal Welfare Advisory Council is recommending additional changes to the Animal Services Ordinance. The changes they recommend are in Chapter 4 of the County Ordinances and include Article II Section 4-34 and Section 4-41, as well as Article III sections 4-132, 4-134, and 4-136. Additionally, the Council would like for the Board to consider an amendment to Article III Section 4.112, which was left out of the draft presented in September. Mr. Evans reviewed the details of these changes and stated that it is the recommendation of the Animal Welfare Advisory Council to approve these amendments as presented. He stated that Kathy Williams, Chairperson of the Council was present to answer any questions.

Mrs. Williams came forth to answer questions.

Mr. Wiggins called for public comments.

Mr. Evans read the following comment submitted via email.

To: Public Comments

In regards to the proposed changes to Chapter 4 Sections 34 and 41, and Article III, I have read over the proposed changes to the ordinance and I agree with

them, although I am concerned that the ordinances may not be enforced, especially Article III. It has been my experience that animal control, specifically the officer in charge of my case, is a paper tiger that can't enforce the law no matter how it is written. He'll probably just give an indefinite number of warnings and unenforced recommendations and never actually issue any citations whatsoever as was with my case. Although it's better to have more provisions in the books than not, there will still be an issue of whether or not the law will actually be enforced, which doesn't make me feel any safer for my family and I.

*Sincerely,
Sonia Alexander, resident of Edgecombe County, Pinetops*

Mrs. Sonia Alexander was present, but had no further comments.

There being no further comments the public hearing was adjourned.

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

6. **SCHEDULED APPOINTMENTS.**

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

Mrs. Etheridge stated that as of September 28, 2021 NC DHHS reported 7,471 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 128. Total vaccines given in Edgecombe County equals 44,776. (41%). She provided information on COVID-19 testing, vaccines, community events and incentives. Mrs. Etheridge answered questions from the Board.

Mr. Evans stated that President Biden announced a recommendation that employers with 100 plus employees be required to either get vaccinated or to be tested weekly and he was sending that directive to OSHA, who has to put the actual rules in place. Mr. Evans stated that at the time the President announced it we thought that it would not apply to units of local government, but we have found out from guidance that came down from UNC-SOG that, if implemented, it will apply to units of local government. We expect there likely to be some legal challenges coming from various directions and whether or not that will have some impact when implemented we have to prepare ourselves.

Mr. Evans answered questions from the Board.

Mr. Evans asked the Board to also think about doing another phase of the employee vaccine incentive. He stated that we will soon be receiving ARP funds and it can be used to encourage employees to get the vaccine.

7. **PUBLIC PETITIONS.**

None.

8. **OTHER BUSINESS:**

A. **Approval of budget amendments.**

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

B. **Approval of creation of and structure for the Parks and Recreation Advisory Board.**

Mr. Evans stated that at the Board's September meeting, they approved the Parks and Recreation Comprehensive Plan. The first recommendation in the

plan is to create a permanent Parks and Recreation Advisory Board. The purpose of the Board is to study matters related to parks and recreation and to advise accordingly. The first matter of business for the Advisory Board, once appointed, is to make recommendations on the implementation of the plan. Mr. Evans presented for the Board's consideration a structure for the Advisory Board. This has been reviewed and recommended by the Parks and Recreation Taskforce.

Mrs. Powell moved to approve the creation of and structure for the Parks and Recreation Advisory Board as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

C. Approval of proposed revision to Capital Improvement Plan for FY-22.

Mr. Evans stated that when recommending the budget for this fiscal year, he asked that the Board consider revisiting the budget for the Capital Improvement Plan after the start of the fiscal year. Being that we are estimating to end FY-21 just under \$12 million in fund balance (17%) and that we cut the fund balance appropriation for this fiscal year to \$4,383,245, he believes that we can cover the costs of these critical capital needs in this fiscal year. This request was presented to the Board at the August meeting. It was tabled for further review by the Budget Committee. Prior to that meeting, he scaled back the request by postponing his recommendation for additional vehicles in various departments to be revisited later in the fiscal year. These additions to the CIP total \$767,236, which would take the CIP appropriation to \$1,285,931. The Budget Committee recommends approval.

Mr. Webb moved to approve the revision of the Capital Improvement Plan for FY-22 as recommended by the Budget Committee. Mr. Boswell seconded the motion, which carried by unanimous vote.

D. Approval of renewed Joint Use Agreement with Edgecombe County Public Schools.

Mr. Evans stated that in April of 2015, the Board approved a Joint Use Agreement with Edgecombe County Public Schools. The purpose of this agreement was to recognize our cooperative effort on the use of school facilities for recreational opportunities. That agreement has now expired, and the Board of Education desires to renew it. Their Board approved the agreement at their September meeting.

Mrs. Powell moved to approve the Joint Use Agreement as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

E. Approval of Down East Home Consortium Agreements.

Mr. Evans stated that Edgecombe County is able to receive federal HOME funds by being a part of the Down East HOME Consortium. HOME funds provide for housing and community development activities for low-income families. Typically, the HOME funds we receive are used for housing rehabilitation projects. We participate along with the City of Rocky Mount (lead entity), and several other municipalities in the Twin Counties region. Recently, staff with the City of Rocky Mount reconciled the funds received and expended back to the beginning of the DEHC. It was determined that additional funds are due to the members of the Consortium. Mr. Evans presented the Reconciliation Agreement which shows that \$601,764 is available to assist Edgecombe County Residents. He also presented the agreement for our current year's HOME allocation. Once both agreements are approved, we can start soliciting applicants from eligible residents.

Mrs. Harris moved to approve the Reconciliation Agreement as presented. Mrs.

Powell seconded the motion, which carried by unanimous vote.

Mr. Webb moved to approve the HOME Allocation Agreement as presented.
Mrs. Powell seconded the motion, which carried by unanimous vote.

Mrs. Harris asked Mr. Evans how would this information get out to the citizens.

Mr. Evans stated that along with other methods, information can also be sent out with the water bills.

F. Approval of Information Security Manual.

Mr. Evans stated that in August of 2019, the Board adopted an Acceptable Use Policy which replaced Article XVI of our Personnel and Administrative Policies section on "Electronic Communications." The purpose of that policy is to protect the confidentiality, integrity and availability of the County's information systems. Since then, our team has been working on building on that document to include additional components to further that end. Mr. Evans presented for the Board's consideration the Information Security Manual. In addition to the Acceptable Use Policy, this document adds the following components:

Information Security	Vulnerability Management
Access Control	Incidence Response
Data Classification	Third Party Policy
Network Security	

The implementation of this document with its aforementioned components is necessary to continue building our defenses against the ever-changing data and security threats.

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

9. APPOINTMENTS:

A. Jury Commission

Mrs. Powell moved to reappoint Mr. Rueben D. Thompson IV 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. Mr. Boswell seconded the motion, which carried by unanimous vote.

11. DEPARTMENTAL REPORTS FOR REVIEW.***Received***

- A. Water Services.
- B. Financial Summary report.
- C. Solid Waste – Fall Litter Sweep.

12. MANAGER'S REPORT.***Received***

- A. Workforce Development indicators.
- B. Housing Development in Edgecombe County.

13. COMMISSIONERS' REPORT.

Mr. Boswell asked if we were moving forward with posting for the IT Director.

Mr. Evans stated that it has been posted and we have received a couple of applications. He announced that Jason Webb has been named as Interim Director.

14. ATTORNEY'S REPORT.

None.

15. **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. IT Security Assessment. [N.C.G.S. 143.318.11 (a)(1) via GAS 132.6.1(c)]

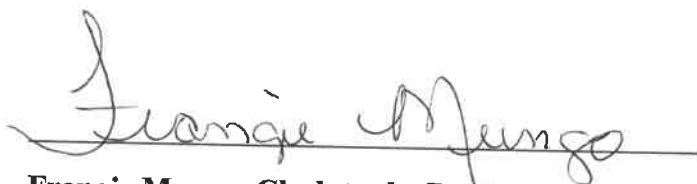
C. Personnel Matter. [N.C.G.S. 143-318.11 (a)(3)]

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

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

16. **REV. HINES MOVED TO ADJOURN THE MEETING UNTIL MONDAY, NOVEMBER 1, 2021 AT 7:00 P.M. MR. BOSWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**

Approved November 1, 2021.

A handwritten signature in cursive script, reading "Frankie Mungo", written over a horizontal line.

Frankie Mungo, Clerk to the Board