

MINUTES  
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS  
OF EDGEcombe COUNTY  
DECEMBER 5, 2022 AT 7:00 P.M.  
JONATHAN FELTON COMMISSIONERS ROOM  
COUNTY ADMINISTRATIVE BUILDING  
TARBORO, NORTH CAROLINA

\*\*\*\*\*

1. ORGANIZATIONAL MEETING CALLED TO ORDER BY MR. MICHAEL PETERS, COUNTY ATTORNEY.

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

MEMBERS ABSENT: None.

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

2. MINUTES OF PREVIOUS MEETINGS PRESENTED FOR APPROVAL.

Mr. Wooten moved to approve the minutes of the November 7, 2022 meeting as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

Out-going Commissioner William (Billy) Wooten was presented a plaque recognizing his dedicated service and many contributions made to and through the Edgecombe County Board of Commissioners from February 4, 2013 – December 5, 2022.

3. SWEARING IN CEREMONY.

The Honorable Carol Allen White, Clerk of Court, administered the oath of office to the following Commissioners:

Mr. George Thorne  
Mr. Donald Boswell  
Rev. E. Wayne Hines

4. ELECTION OF OFFICERS – 2023.

Mr. Peters called for nominations for Board of Commissioners Chairman.

Rev. Hines nominated Mr. Wiggins. There were no other nominations.

Rev. Hines moved to elect Mr. Wiggins as Chairman. Mrs. Powell seconded the motion, which carried by unanimous vote.

Mr. Peters called for nominations for Board of Commissioners Vice-Chairman.

Mr. Wiggins nominated Rev. Hines. There were no other nominations.

Mr. Boswell moved to elect Rev. Hines as Vice-Chairman. Mr. Webb seconded the motion, which carried by unanimous vote.

5. REGULAR MEETING CALLED TO ORDER BY CHAIRMAN LEONARD WIGGINS.

MEMBERS PRESENT: Mr. Leonard Wiggins, Chairman, Rev. E. Wayne Hines, Vice-Chairman, Mr. Donald Boswell, Mrs. Viola Harris, Mrs. Evelyn Powell, Mr. Ralph Webb and Mr. George Thorne.

**MEMBERS ABSENT: None.**

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

6. **SAFETY INSTRUCTIONS.**  
Safety instructions provided by Mrs. Bess.

7. **PRAYER.**  
Rev. Hines provided prayer.

8. **PUBLIC HEARINGS:**

1. **Mr. Wiggins called a public hearing to order to receive citizen comments and questions relative to the Down East Home Consortium ARP Action Plan Amendment.**

Mr. Peters read the public notice as published.

Mr. Evans introduced Ms. Cornelia McGee, City of Rocky Mount Interim Director Community Development. He stated that Rocky Mount is the lead entity for the Down East HOME Consortium and Ms. McGee will present information regarding the ARP Action Plan.

Ms. McGee presented the HOME-ARP Allocation Plan:

- Homelessness Assistance and Supportive Services provides \$5 billion in HOME funds so assist individual or households who are homeless, at risk of homelessness and other vulnerable populations by providing housing, rental assistance, supportive services, and non-congregate shelter.
  - Rocky Mount & DEHC allocation: \$1,476,477
  - Deadline for spending all funds: September 30, 2030
- Qualifying populations: Homeless, At-risk of homelessness, fleeing, or attempting to flee, other populations.
- Overview of planning process.
- Needs identified by stakeholders.
- Needs identified through data analysis
  - NC HOPE Program rental assistance:  
Edgecombe County: 4,232  
Nash County: 5,219
- Priority needs identified.
- HOME-ARP budget.
- Next steps.

Ms. McGee answered several questions from the Board.

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

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

2. **Mr. Wiggins called a public hearing to order to receive citizen comments and questions relative to amendment to the Solid Waste Ordinance.**

Mr. Peters read the public notice as published.

Mr. Evans stated that at the Board's last meeting staff requested a change in the Solid Waste Ordinance regarding the Solid Waste Permit Program. The language before referred to a placard and we are going to a different type of permit now, more of a decal that goes on the windshield. We are changing that language as well as a couple others for clarity. Mr. Evans recommended that the Board, at the close of the public hearing, act on two actions, 1) approve the ordinance change as presented; 2) approve the Solid Waste permit policy revision.

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

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

Mrs. Harris moved to approve the revised Solid Waste Permit Policy as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

9. **SCHEDULED APPOINTMENTS.**

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

- As of November 29, 2022, we were at 16,666 reported positive cases since the start of COVID for Edgecombe County. Home test results are not reported.
- Slight change in population that is most affected – usually it has been White females between the ages of 25-49. As of recently it is Black females between the ages of 25-49.
- Cases have stayed fairly low, averaging between 3 and 5 cases a day.
- 173 deaths in Edgecombe County due to COVID-19. (first death reported April 7, 2020)
- Coach bus located in Princeville for testing on Mondays and Tuesdays, 10 a.m. to 6 p.m.
- Starting tomorrow at the Health Department they will have free COVID home tests
- Vaccine status presented for the County.

B. **Ron Green, CEO-Boys and Girls Club Tar River Region, presented an update.**  
Mr. Evans introduced Mr. Ron Green.

Mr. Green stated that during his ten years they have survived and are still growing and still serving young people at a high level. Mr. Green thanked the Board for support. Mr. Green provided handouts to the Board.

10. **PUBLIC PETITIONS.**

None.

11. **OTHER BUSINESS:**

A. **Approval of budget amendments.**

Mr. Boswell moved to approve the budget amendments as presented, with the exception of budget amendment #4 (To add budget for the District No. 6 Sewer Rehab Project), which is recommended for approval under item E of Other Business. Mr. Webb seconded the motion, which carried by unanimous vote.

B. **Approval of proposed changed to Budget Transfer Authority.**

Mr. Evans stated that the Finance Department is working to implement best practices and streamline financial operations. A review of the budget transfer authority identified that the existing process does not align with best practices. On November 17<sup>th</sup>, staff presented a recommendation to the Budget Committee

to streamline the transfer policy to allow the Budget Officer/County Manager to transfer across appropriations within a fund up to \$25,000. Transfers greater than \$25,000 within a fund, transfers across funds and any increase or decrease in a fund total will continue to require board approval. Mr. Evans stated that with this ordinance change, he will implement an administrative policy requiring his approval of transfers within a department greater than \$10,000 or transfers impacting salary and benefits, regardless of amount. The proposed effective date of this change is January 1, 2023 and requires an amendment to the budget ordinance. This change comes with a favorable recommendation from the Budget Committee.

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

**C. Approval of Edgecombe County Board of Commissioners 2023 Regular Meeting Schedule.**

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

**D. Approval of voting delegate for the 2023 National Association of Counties Legislative Conference.**

Mr. Evans stated that the National Association of Counties will hold its Legislative Conference on February 10<sup>th</sup>-14<sup>th</sup>, 2023. Commissioner Harris plans to attend to represent the County. Mr. Evans recommended that the Board take action to designate Commissioner Harris as the Voting Delegate for Edgecombe County for the 2023 NACo Legislative Conference.

Rev. Hines moved to designate Mrs. Harris as recommended. Mr. Boswell seconded the motion, which carried by unanimous vote.

**E. Approval of Budget Ordinance for Water and Sewer District 6 Project.**

Mr. Evans stated that USDA-Rural Development has committed funding for a project to rehab the sewer system in District 6 (Town of Princeville). The funding source includes \$2,619,000 in loan and \$4,455,000 in grant for a total of \$7,074,000. The Board previously approved accepting the obligation of funds. Now that we are close to starting the project, Board of approval of the Grant Project Ordinance and Budget Amendment. Our next step will be to appear before the Local Government Commission to get their approval of the loan, which we anticipate doing in February.

Mr. Boswell moved to approve the grant project ordinance and budget amendment as presented and authorize the Chairman to execute the same. Mrs. Powell seconded the motion, which carried by unanimous vote.

**12. APPOINTMENTS:**

**A. JCPC Public School Representative.**

Mrs. Harris moved to appoint Kabrionna Battle. Rev. Hines seconded the motion, which carried by unanimous vote.

**B. Planning Board.**

**C. Board of Adjustment.**

**13. PLANNING BOARD REPORT:**

Katina Braswell, Planning Director, presented the Planning Board report.

**A. Conditional Rezoning request from K&H Market, LLC dba Midway Grocery.**

The Planning Board forwarded the request to the Board of Commissioners with a favorable recommendation.

(Recommended action: Call for a public hearing for the request at the January

3, 2023 meeting.)

Mr. Boswell moved to call for a public hearing at the January 3, 2023 meeting as requested by the Planning Board. Mrs. Harris seconded the motion, which carried by unanimous vote.

- B. Hard copy of UDO text amendment distributed.
- C. Minutes of November 21, 2022 meeting.

14. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.

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

15. APPROVAL AND/OR REVIEW OF CONTRACTS.

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

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

- A. Water and Sewer update.
- B. Monthly Financial Summary.

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

- A. Workforce Development indicators.
- B. TDA Financial Report.
- C. Farm City Breakfast: December 13, 2022 at 7:30 a.m. at the East Carolina Education and Agriculture Center.

Mr. Evans stated that for the CFO position there are 8 applicants with 3 going through interviews next week.

18. COMMISSIONERS' REPORT.

Mrs. Harris: Shared the top goals that will be presented to the Legislature for 2023-2024.

Mr. Webb: Discussion on the "Handy Corner" Crossroad renaming.

Mr. Boswell: Discussion on Solid Waste Truck Drivers.  
Discussion on Solid Waste decals.

19. ATTORNEY'S REPORT.

None.

20. CLOSED SESSION.

Rev. Hines 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.

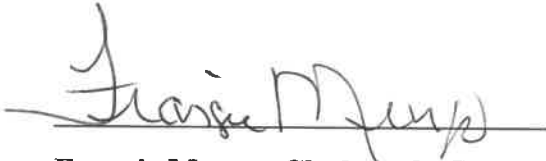
Mr. Webb moved to go out of closed session and resume the regular meeting. Mr. Boswell seconded the motion, which carried by unanimous vote.

Mr. Wiggins moved to approve a 2% salary increase for Sheriff Clee Atkinson. Mr. Boswell seconded the motion, which carried by unanimous vote.

After a discussion regarding having a lobbyist for the County, it was the consensus of the Board for Mr. Evans to move forward with RFPs.

21. MR. BOSWELL MOVED TO ADJOURN THE MEETING UNTIL TUESDAY, JANUARY 3, 2023 AT 7:00 P.M. MRS. POWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

Approved January 3, 2023.

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

Frankie Mungo, Clerk to the Board