

**MINUTES
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS
OF EDGEcombe COUNTY
APRIL 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, Rev. E. Wayne Hines, Mr. Donald Boswell, Mrs. Viola Harris, Mr. William Wooten and Mrs. Evelyn Powell.

MEMBERS ABSENT: None.

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

2. PRAYER.

Rev. Hines provided the prayer.

3. MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.

Mr. Wooten moved to approve the minutes of the March 6, 2017 meeting as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

4. PUBLIC HEARING:

- 1. Mr. Wiggins called a public hearing to order to obtain citizens input regarding the County's consideration and submission of a Community Development Block Grant application to the Department of Commerce.**

Mr. Peters read the public notice.

Mr. Evans stated that the North Carolina Department of Commerce, Division of Rural Economic Development has funds available in its Community Development Block Grant Industrial Building Demolition Program. Through this program, a maximum of \$500,000 may be awarded to demolish vacant, dilapidated industrial buildings and properties under the elimination of slums and blight national objective. The demolition activity is expected to create a site at which it can be reasonably expected new jobs and private sector investment will locate.

Mr. Evans recommended that the County explore the possibility of submitting an application after seeking input from the citizens of Edgecombe on any ideas for possible projects, or questions and concerns about applying to this program. Mr. Evans stated that once public comment is received, no action is required of the Board at this meeting.

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

5. Appointment of Sheriff Cleveland "Clee" Atkinson, Jr.

Mr. Evans stated that the Executive Committee of the Edgecombe County Democratic Party has nominated Clee Atkinson to fill the unexpired term of retired Sheriff James Knight, and has done so within the required thirty days. Pursuant to NC General Statute §162-5.1, the Board of Commissioners now must elect the nominee of the Democratic Party. Mr. Evans stated that he has verified that Mr. Atkinson meets the statutory requirements to serve as Sheriff of Edgecombe County.

Mr. Felton moved to approve Mr. Cleveland "Clee" Atkinson, Jr.'s appointment to serve the unexpired term of the Office of the Sheriff for Edgecombe County.

Sheriff Atkinson came forth to make comments and thanked the Board.

6. BOARD OF EQUALIZATION AND REVIEW.

MR. WOOTEN MOVED TO RECESS THE REGULAR BOARD OF COMMISSIONERS MEETING AND CONVENE AS BOARD OF EQUALIZATION AND REVIEW. MRS. POWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

- A. Mrs. Carol Allen White, Clerk of Court, administered the oath.
- B. Chairman Wiggins called the meeting to order.
- C. Review of duties.
- D. Adoption of updated Notice of Decision letter.

Mr. Boswell moved to adopt the updated Notice of Decision as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

- E. Scheduled appointments:
None.

MR. FELTON MOVED TO RECESS AS BOARD OF EQUALIZATION AND REVIEW UNTIL APRIL 13, 2017 AND RECONVENE REGULAR BOARD OF COMMISSIONERS MEETING. REV. HINES SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

7. SCHEDULED APPOINTMENTS:

A. Recognition of services related to Hurricane Response and Recovery:

Mr. Wiggins stated that during the Hurricane Matthew a number of businesses, organizations and people stepped up to help with recovery.

1. The Wash House.

Mr. Boswell presented a plaque of recognition to Mr. Rodney Williford on behalf of the Board of for allowing citizens to wash laundry free of charge.

Mr. Evans also recognized staff members Tarasa Lewis, Robin Carpenter and Tina Parker for coordinating with the owners of the Wash House.

2. Michael’s Angels Girls Club.

Mrs. Harris presented a plaque on behalf of the Board of Commissioners to Mrs. Shanell Daniels and members of the club for coordinating a distribution center for citizens.

B. Mr. Dion Viventi, Rocky Mount-Wilson Airport presented an overview and update on airport operations.

Mr. Viventi presented the

- economic contribution of North Carolina Airports
- Rocky Mount-Wilson Regional Airport Economic Impact Summary
- Return/Frequent users of the airport

8. PUBLIC PETITIONS. (Limit to 3 minutes)

Rev. Roosevelt Higgs, Speed, NC, came forth suggesting that the Board present County employees with a resolution recognizing them for their hard work during Hurricane Matthew.

SUPPLEMENTAL AGENDA:

A. Approval of the Notice of Award to Ralph-Hodge Construction Company for the Sewer to Speed and Vicinity Project.

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

9. OTHER BUSINESS:

A. Approval of budget amendments.

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

B. Adoption of a Resolution honoring Pastor Theodore T. Herring, Sr. for 40 years of serve as pastor of Salvation and Deliverance.

Mrs. Harris moved to adopt the resolution as presented. Mr. Felton seconded the motion, which carried by unanimous vote.

C. Approval of Cooperative Agreement with the Division of Vocational Rehabilitation Services.

Mr. Evans stated that annually the County enters into an agreement with the NC Division of Vocational Rehabilitation Services to assist eligible individuals in gaining

employment. These services include counseling, training, education, transportation, job placement, assistive technology, and other support services. For those services, the County provides matching funds, which for FY 2018 will be \$19,578 (which will be included in the budget presented for next fiscal year.) The County also provides office space for their staff. Mr. Evans stated that a year-end report summarizing their work in the County will be provided once complete and recommended that the Board of Commissioners approve the agreement and authorize the Chairman to execute the same.

Mrs. Powell moved to approve the agreement and authorize the Chairman to execute. Mrs. Harris seconded the motion, which carried by unanimous vote.

D. Approval of a Resolution in Support of the City of Rocky Mount's plan to install welcome signs on US 64 and US 301.

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

E. Approval of a request from Edgecombe County Rescue Squad for additional appropriation.

Mr. Evans stated that as the Board discussed at the retreat, Edgecombe County Rescue Squad is facing financial challenges to the point that they are experiencing cash flow issues. He stated that he and staff have had ongoing discussions with Chief John Britt and their Board on how to cut operational costs. They are currently implementing some cost-saving measures that are helping. However, based on review of their budget, and a projection of revenues needed to complete the year, these measures alone will not be enough to finish the current fiscal year above a negative cash position. Mr. Evans stated that rescue services are critical. There is no concern about their level of performance of these services. But, to allow the organization to continue to the end of the fiscal year in their current fiscal position would put those services in jeopardy. Mr. Evans recommended that the Board approve a budget amendment for an additional appropriation of \$200,000 with the following stipulations: 1) it will be distributed in equal monthly installments to the completion of the current fiscal year; 2) Edgecombe County Rescue will continue to implement the currently established cost-cutting measures, as well as any other methods they determine helpful.

Mr. Wooten moved to approve the budget amendment as presented. Mr. Felton seconded the motion, which carried by unanimous vote.

F. Approval of Assistance Policy for North Carolina Housing Finance Agency Essential Single Family Rehab-Disaster Recovery (ESFR-DR).

Mr. Evans stated that at last month's meeting, the Board approved a grant agreement to participate in the Essential Single Family Rehab-Disaster Recovery Loan Pool program from the North Carolina Housing Finance Agency. With these funds the County will be assist homeowners affected by Hurricane Matthew with repair needs. Once the initial allocation of \$150,000 reserved for Edgecombe County has been used, the County can reserve additional funds as long as they are available in the state-wide loan pool, which has \$15 million appropriated. A condition of the grant award is the adoption of an Assistance Policy, which describes who is eligible to apply for assistance, how applications will be processed and ranked, what the terms of assistance are, and how the ESFR process will be managed.

Mrs. Harris moved to approve the ESFR-DR Assistance Policy as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

G. Approval of declaring County owned equipment as surplus.

Mr. Evans presented for the Board's consideration and approval a list of pieces of equipment that have been declared by the Edgecombe County Cooperative Extension Office.

Mr. Boswell moved to approve the items as surplus and authorize disposal on GovDeals. Mr. Felton seconded the motion, which carried by unanimous vote.

H. Approval of Letter of Conditions for USDA-RD application for Water and Sewer District No. 6.

Mr. Evans stated that an application has been prepared and submitted to USDA-Rural Development for repairs and upgrades to the water and sewer infrastructure in District

6. After a review of the application, USDA is preparing to make an award, and therefore needs to present for consideration a Letter of Conditions. He stated that the total proposed project is \$5.4 million. Of the approved funding \$3.1 million or 57.4% is grant.

Mr. Evans stated that Mr. George Vital from USDA-Rural Development office was present to present the Letter of Conditions and related documents.

Mr. Vital came forth to provide information on the following:

- Project Budget
- Repayment Schedule
- Security Requirements
- Preauthorized Debit Payment
- Interim Financing
- Construction Account
- Disbursement of Funds
- Reserve Requirement
- Loan Resolution, Equal Opportunity and Assurance Agreements
- Operating Budget and Water Rate Schedule
- User Requirements and Verification
- Permits
- Construction Contract Documents
- Final Plans and Specifications
- Procurement of Construction Services & Supplies/Equipment
- Construction Monitoring
- Professional Services and Contracts
- Property Rights
- Project Completion
- Debt Collection Policies
- Rules and Regulations
- Excess Funds
- Insurance and Bonding
- Vulnerability Assessment and Emergency Response Plan
- Closing Instructions
- System for Award Management
- Debarment Certification
- Litigation
- Audits, Management Reports and Accounting Methods
- Graduation
- Other Conditions

Mrs. Harris moved to approve the Letter of Conditions and related documents as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

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

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

11. **CONTRACTS FOR REVIEW AND/OR APPROVAL.**

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

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

- A. Water Services.
- B. Financial Summary Report.
- C. Landfill Gas to Energy Project Update
- D. Tourism Development Authority Finance Report

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

- A. Introduction of Tabettha Summerlin, newly hired IT Director.
- B. Economic and Workforce Indicators.
- C. Hurricane Matthew update.
- D. Proposed date for budget work session – May 15, 2017 at 10 a.m.
- E. Update on surplus property sale.

- F. Letter to the Town of Princeville regarding annexation.
- G. Edgecombe County Recycles Day: April 29, 2017, 10 a.m. – 1 p.m.

14. **COMMISSIONERS' REPORT.**

- A. Schedule hearings for tax appeals – April 13, 2017 at 2:00 p.m.
- B. Joint meeting with Edgecombe County Public Schools – April 24, 2017; Dinner at 6:00 p.m. and meeting at 7:00 p.m.; Location to be determined.

15. **ATTORNEY'S REPORT.**

16. **CLOSED SESSION.**

Rev. Hines moved to go into closed session to discuss economic development, personnel and a legal matter. Mr. Wooten seconded the motion, which carried by unanimous vote.

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

Mr. Wooten moved to approve the Sheriff's salary at \$82,500.00. Mr. Felton seconded the motion. The motion carried by a vote of 6 for and 1 against. Mrs. Harris voted against.

17. **MR. BOSWELL MOVED TO RECESS THE MEETING UNTIL APRIL 24, 2017 AT 7:00 P.M. MR. WOOTEN SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**

Approved May 2, 2017.
Frangie Mungo, Clerk to the Board