

**MINUTES  
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS  
OF EDGEcombe COUNTY  
JULY 3, 2017 AT 7:00 P.M.  
IN THE COMMISSIONERS' ROOM, COUNTY ADMINISTRATIVE BUILDING  
TARBORO, NORTH CAROLINA**

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**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, Mrs. Viola Harris, Mr. William Wooten, and Mr. Donald Boswell.

**MEMBERS ABSENT:** Mrs. Evelyn Powell.

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

**2. PRAYER.**

Mrs. Harris provided the prayer.

**3. MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.**

Mr. Boswell moved to approve the June 5, 2017 minutes as presented. Mr. Wooten seconded the motion, which carried by unanimous vote.

**4. PUBLIC PETITIONS.**

No petitioners came forward.

**5. OTHER BUSINESS:**

**A. Approval of budget amendments.**

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

**B. Approval of proposed Guidelines and Review Committee Structure for Recreation Mini-Grants.**

Mr. Evans stated that included in the FY 2018 budget that the Board recently adopted is \$10,000 to provide mini-grants to support recreation in the County. Having a comprehensive, county-wide recreation program and the facilities to support it would be an expensive endeavor, and out of the County's financial reach at this time. He stated that however, small investments that are strategically applied to worthwhile recreational efforts could go a long way. Therefore, we are creating this program to offer mini-grants of up to \$2,000 each to community-based organizations that provide recreational facilities and/or activities. Mr. Evans presented to the Board for consideration the program guidelines. Included in the guidelines is the proposed structure for a grant review committee.

Mr. Boswell moved to approve the guidelines and authorize the County Manager to proceed with soliciting proposals. Mr. Wooten seconded the motion, which carried by unanimous vote.

**C. Approval of the Edgecombe County Fiscal Year 2017-2018 Pay Plan.**

Mr. Evans stated that it is his responsibility to annually review the County's Compensation Plan and make recommendations for modifications to the pay plan. He stated that his review of the pay plan involves consideration of maintaining a competitive compensation structure. Mr. Evans recommended no changes to the pay plan.

Mrs. Harris moved to adopt the Edgecombe County Pay Plan with not changes. Mr. Wooten seconded the motion, which carried by unanimous vote.

Mr. Wiggins asked Mr. Evans to look into employees making below \$10.00 per hour and see what it would take to raise those salaries to that level.

**D. Adoption of a Joint Resolution with Nash and Wilson County Board of Commissioners against Proposed Legislation for Regionalization of Child Services.**

Mr. Evans stated that there is a proposed bill in the North Carolina General Assembly that if passed would call for the development of a plan to regionalize county Departments of Social Services into thirty or fewer regions. Though it is being met with vigorous opposition from counties and other interested parties, the bill remains alive and active in various committees. He stated that the Nash County Board of Commissioners has proposed that we consider joining them and the Wilson County Board in passing a resolution to oppose this measure. Both boards have already taken action on the resolution. Mr. Evans stated that there are certainly measures in the bill related to accountability and improvement of services that can be agreed with. However, the primary component of the bill calling for regionalization would take away local control of programs that are best administered locally; especially considering the sizable investment each county makes in those programs. He stated that the Human Services Board has discussed this proposed bill and expressed a consensus opinion of opposition.

Mr. Harris moved to adopt the resolution to jointly oppose the proposed bill. Rev. Hines seconded the motion, which carried by unanimous vote.

**E. Approval of the Urgent Repair Program 2017 award.**

Mr. Evans stated that Edgecombe County has been awarded \$75,000 by the North Carolina Housing Finance Agency (NCHFA) under the 2017 cycle of the Urgent Repair Program (URP). The goal of the project is to assist at least ten very-low and low-income families with special needs in addressing housing conditions that pose imminent threats to their life and/or safety or to provide accessibility modifications and other repairs necessary to prevent displacement.

Mrs. Harris moved to accept this grant award by adopting the project ordinance and budget amendment, and authorize Mr. Evans to execute the funding agreement. Rev. Hines seconded the motion, which carried by unanimous vote.

**F. Approval of the renewal of the Franchise Agreement with Edgecombe County Rescue.**

Mr. Evans stated that staff in Emergency Services along with Edgecombe County Rescue Squad staff have reviewed the Franchise Agreement and noted a few changes. These are relatively minor changes that correct some errors and provide clarification for both parties. This agreement is required in order for Edgecombe County Rescue Squad to provide services in the County.

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

**G. Approval of Health Department Fees.**

Mr. Evans stated that staff at the Health Department regularly reviews fees to ensure they cover the costs associated with providing the services, and to make sure they are in compliance with rules associated with such fees. Mr. Evans presented a list to the Board for consideration. Maternal Depression Screening, General Developmental and Autism Screening and CRAFFT screening were recommended fees for approval.

Mrs. Harris moved to approve the Health Department fees as recommended by the Human Services Board. Rev. Hines seconded the motion, which carried by unanimous vote.

**H. Approval of the Home and Community Care Block Grant Funding and Program.**

Mr. Evans stated that Edgecombe County is receiving another allocation of Home and Community Block Grant funds (HCBG) from the NC Division of Aging and Adult Services totaling \$538,627 to provide county-based aging services. These funds are administered through the Upper Coastal Plains Area Agency on Aging and they fund a number of services. Mr. Evans stated that this grant does require a local match equal to 10% of the total project cost, which is included in the FY 2018 budget.

Mr. Boswell moved to approve the funding plan and authorize the Chairman to execute all required documents. Rev. Hines seconded the motion, which carried by unanimous vote.

**I. Approval of a Contract Amendment for Engineering Services for Water and Sewer District No. 5.**

Mr. Evans stated that a change is needed to a previously approved contract for engineering services with The Wooten Company for Water and Sewer District No. 6. Part of the proposed work includes running a camera for visual inspection into approximately 28,000 LF of sewer lines and cleaning where necessary. He stated that in error it was left out of the original contract. This will increase the existing contract by \$84,000. There are sufficient funds in the approved project from USDA-Rural Development to cover these costs.

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

**6. APPOINTMENTS.**

**A. JCPC.**

Mr. Boswell moved to appoint Mr. Melvin Garrett. Rev. Hines seconded the motion, which carried by unanimous vote.

**B. Human Relations Commission.**

Mr. Boswell moved to reappoint Mr. Joseth Bocock, Mr. Roosevelt Higgs, Ms. Maricela Hinton, Mrs. Mary Blackwell-Hinton, Mrs. Viola Harris and Ms. Ruby Howell. Mr. Wooten seconded the motion, which carried by unanimous vote.

**7. PLANNING BOARD REPORT.**

Mrs. Cynthia Jenkins, Planning Director, presented the Planning Board Report.

**A. Action Items:**

**1. Rezoning request from Jessie R. Fleming.**

**Mr. Boswell moved to call for a public hearing at the August 7, 2017 Board of Commissioners meeting as recommended by the Planning Board to consider this rezoning request. Mr. Wooten seconded the motion, which carried by unanimous vote.**

**2. Adoption of Revised Planning Board Bylaws.**

**B. Other Business.**

**C. Draft Minutes.**

**D. Next meeting scheduled for July 17, 2017.**

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

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

**9. 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.**

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

**A. Water Services.**

**B. Financial Summary Report.**

**11. MANAGER'S REPORT.**

**A. Economic/Workforce Indicators.**

**B. Hurricane Matthew Update.**

**C. Proposal from Edgecombe Community College and Edgecombe County Public Schools for the use of the Tarboro Armory.**

**D. Sixteenth Annual Employee Service Awards Luncheon:**

**Wednesday, July 19, 2017 at 11:30 a.m.**

**East Carolina Agriculture and Education Center**

**1175 Kingsboro Road, Rocky Mount, NC**

**12. COMMISSIONERS' REPORT.**

**A. Designation of Voting Delegate for NCACC Annual Conference.**

**B. Designation of Voting Delegate for NACo Annual Conference.**

**Mr. Boswell moved to designate Mrs. Harris as the voting delegate at NCACC and NACo annual conferences. Rev. Hines seconded the motion, which carried by unanimous vote.**

**Mr. Wiggins read a letter submitted by Ms. Jamilla Hawkins, former Cooperative Extension Agent, thanking the Board for support during her employment. She recently accepted a position with another agency.**

**13. ATTORNEY'S REPORT.**

**14. CLOSED SESSION.**

**Mr. Wooten moved to go into closed session to discuss economic development. Mr. Boswell seconded the motion, which carried by unanimous vote.**

15. **MR. BOSWELL MOVED TO ADJOURN THE MEETING UNTIL MONDAY, AUGUST 7, 2017. REV. HINES SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**