

**MINUTES**  
**REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS**  
**OF EDGEcombe COUNTY**  
**NOVEMBER 6, 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, Mrs. Viola Harris, Mr. Donald Boswell, Mrs. Evelyn Powell and Mr. William Wooten.

**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 referred to the action taken at the September 14, 2017 meeting regarding the summary of bids for financing land purchase and building renovations. The minutes state that the bid was awarded to Raymond Jacobs, which was incorrect and should state Raymond James.

Mr. Felton moved to approve the September 14, 2017 and October 2, 2017 minutes as corrected. Mr. Boswell seconded the motion, which carried by unanimous vote.

**4. PUBLIC PETITIONS.**

Kathy Williams, 2208 Robin Drive, Tarboro, came forth to speak about the Animal Shelter. She stated that Edgecombe County and the Town of Tarboro is in desperate need of a new shelter. She stated that the Sheriff, Town Manager and County Manager are all in agreement that the shelters should be combined but nothing else has happened. She shared statistics from another County about the size of Edgecombe and they double the number of Animal Control Officers in Edgecombe County. She stated that new ordinances are need but cannot be enforced until there is a new shelter and more officers. Ms. Williams asked the Board to consider joining with the Town of Tarboro for a new shelter. She stated that animal advocates can assist in fund raisers to help.

After Board discussion Ms. Williams was thanked for all she has been doing.

**5. OTHER BUSINESS:**

**A. Approval of budget amendments.**

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

**B. Approval of Change Order #2 for the Speed Sewer project.**

Mr. Evans presented to the Board for consideration amendment #2 to the contract with Ralph Hodge Construction Company for the construction of the sewer collection system in and around the Town of Speed. This change order will result in an increase of \$18,922.46, increasing the total contract price to \$4,063,630.14. He stated that this change does not change the substantial completion date, which is July 4, 2018.

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

**C. Approval of a Resolution to Authorize Officers to Conduct Business with PNC Bank.**

Mr. Evans stated that as part of the day-to-day operations, certain officers of the County have been authorized to conduct transactions with financial institutions with whom the County does business. This has historically been the County Manager, the Assistant County Manager and the Finance Director. He stated that being that the County has a new Finance Director, it is necessary that we revisit this authorization to update it. He recommended that the Board adopt a resolution to authorize Eric Evans, William Johnson and Katherine Lancaster to conduct financial transactions. This action relates only to the normal, day-to-day financial transactions of the County, and does not include actions that

otherwise require Board approval or approval from any other outside agencies.

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

**D. Approval of the award letter for Community Development Block Grant-Disaster Recovery program.**

Mr. Evans stated that the State has received \$198 million in CDBG-Disaster Recovery funding for Hurricane Matthew recovery, of which the County will receive \$28.5 million. Use of the funds must be according to the plan that State submitted to the US Department of HUD. The majority of the funding is to be used for housing related activities. Mr. Evans stated that the County received an award letter that shows the State plans to disburse approximately 2/3s of the funds initially for a two year grant award. The letter also outlines a number of items that were requested. All of those items have been submitted and addressed. This is not a grant agreement, and until the County receives one and adopt a project ordinance, we cannot begin implementing this program.

Mr. Felton moved to acknowledge the Board's receipt of the award letter and to authorize the Chairman to sign the same. Mrs. Harris seconded the motion, which carried by unanimous vote.

**E. Approval of a sub-contract for the Sheriff's Office with My Sister's House.**

Mr. Evans stated that My Sister's House was successful in receiving a grant from the NC Department of Public Safety, Division of Governor's Crime Commission to address domestic violence in the Twin Counties region. Part of the grant includes contracting with the Sheriff's Office to share in the costs of hiring a domestic violence officer. This officer will serve as a liaison between the Sheriff's Office and My Sister's House regarding domestic violence cases and assist with other law enforcement duties as needed. Mr. Evans stated that the subcontract would provide \$75,040 to go towards the officer's salary, a vehicle, equipment, and other related costs. There is an additional \$25,000 needed to cover the first-year, start-up expenses for this position. Sheriff Atkinson plans to cover that difference with available funds in lapsed salary. Being this would be primarily a grant-funded position, Mr. Evans and the Sheriff will determine if additional funds will be available to maintain the position beyond this grant, whether it be from future awards or to be absorbed into the Sheriff's budget.

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

**F. Approval of contract renewal with Crowder Gulf for debris management services.**

Mr. Evans stated the Edgecombe County currently has a contract with Crowder Gulf to provide debris management services following a natural or manmade disaster. Having a contract in place is necessary so that we are prepared to respond following a disaster, and it is needed to get state and federal reimbursement if a disaster is declared. The current contract, which expires on December 1, 2017 has the option to renew for an additional year.

Mr. Felton moved to approve the renewal of the contract as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

**G. Approval of offers to purchase County owned property from Darius Smith located at:**

- 911 E. Raleigh Street, Rocky Mount for \$500
- 1540 Cherry Street, Rocky Mount for \$500
- 856 Ellison Drive, Rocky Mount, Rocky Mount for \$500
- 219 Durham Street, Rocky Mount for \$800
- 1555 Springbrook Drive, Rocky Mount for \$500
- Lot 5 at Arlington and Vance Street, Rocky Mount for \$500
- Lot 6 at Arlington and Vance Street, Rocky Mount for \$500

Mr. Evans stated that the properties were acquired through tax foreclosure and that in order to remove this liability from the County's ownership, to recoup the costs the county has in the property, and to return it to taxable status, it is recommended that the Board accept the offers to purchase and direct staff to publish a 10-day public notice for upset bid.

Mr. Wooten moved to accept the offers to purchase and to direct staff to publish a 10 day public notice for upset bid. Mr. Felton seconded the motion, which carried by unanimous

vote.

**H. Approval of request for the sale of service weapons to retiring officers.**

Mr. Evans stated that North Carolina General Statute 20-187.2 allows the Board of Commissioners to award to a retiring officer his/her service side arm. 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 Captain Richard Allen and Deputy Joey Petway. Mr. Evans stated that to show the County's appreciation for their exemplary service and to provide mementoes to that service he recommended that the Board approves the transfer to these side arms at a price of \$1 each.

Rev. Hines moved to approve the sale of the service weapons to the retiring officers as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

**I. Approval of the transfer of the County's right to demolish property for code violation in Conetoe.**

Mr. Evans stated that the Town of Conetoe requested that the County pursue code enforcement on a dilapidated building within its corporate limits. They are not able to do so themselves because they do not have a licensed building inspector. The County has completed the necessary steps in the process. The property has not been brought into compliance by the owner, and therefore can be demolished and a lien placed on the property. Mr. Evans stated that the Town is prepared to pay for the costs of demolishing the property.

Mr. Harris moved to assign the Board of Commissioners' right to demolish the property and place a lien for the cost of code enforcement on the property to the Town of Conetoe. Mr. Boswell seconded the motion, which carried by unanimous vote.

**J. Approval of Disaster Recovery Director position.**

Mr. Evans stated that additional staff will be needed to administer the disaster recovery grant programs the County expects to receive. He stated that the County will have both a Hazard Mitigation Grant Program and a Community Development Block Grant Program that will total approximately \$50 million. One key role will be a director that will oversee all of the recovery programs. He recommended that the Board approve the addition of a Disaster Recovery Director position at grade 23 to the County's Pay Plan. This will be a full-time, time-limited position.

Mr. Boswell moved to approve the addition of the Disaster Recovery Director position as presented. Mr. Felton seconded the motion, which carried by unanimous vote.

**K. Approval of the 2018 Holiday Schedule.**

Mr. Boswell moved to approve the 2018 Holiday Schedule as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

**L. Approval of grant submission for Emergency Services.**

Mr. Evans stated that the Edgecombe County Emergency Services office wants to apply for a Fire House Subs Grant that will be 100% funded through the grant and will be no cost to the County. We will be applying for ten AED's to be distributed to eight of county fire departments that need to be updated and two for emergency service vehicles.

Mr. Felton moved to approve the submission of the grant as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

**6. PLANNING BOARD REPORT. \*\*\*Received\*\*\***

Ms. Debbie Vick, Planner, presented the Planning Board report.

**A. Action items:**

**1. Road Name change request from Frederick Mclawhorn.**

The Planning Board voted unanimously to forward this request to the Board of Commissioners.

Mr. Boswell moved to call for a public hearing to be held at the December 4, 2017 meeting. Mr. Wooten seconded the motion, which carried by unanimous vote.

**2. Proposed UDO Text Amendment.**

The Planning Board voted unanimously to forward this request to the Board of Commissioners.

Mr. Boswell moved to call for a public hearing to be held at the December 4, 2017 meeting. Rev. Hines seconded the motion, which carried by unanimous vote.

**B. Other Business.**

- C. Draft minutes.
- D. Next meeting scheduled for November 20, 2017.

7. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.

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

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

- A. Water Services.
- B. Financial Summary Report.
- C. Tourism Development Authority report.
- D. Health Department Communicable Disease report.
- E. Progress report for Speed Sewer Project.

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

- A. Economic/Workforce Indicators.
- B. Hurricane Matthew update.
- C. Proposal for timber management.
- D. Arts Council update.

Mr. Evans presented correspondence he sent to the Arts Council Board members regarding concerns about the use of the County's \$35,431 appropriation and how it would be executed and the County's expectations. Mr. Evans also pointed out other concerns and asked for a plan to be submitted to him in thirty days and stated that he would recommend to the Board of Commissioners that the remaining allocation be withdrawn and repurposed if a Director is not hired and activities are not underway by December 31, 2017.

After comments from the Board of Commissioners Mr. Buddy Hooks, ECACC Chairman, came forth explaining the reason for changing their by-laws and making their own appointments to their Board to help in rebuilding their Board with selected candidates, and their plan on hiring a Coordinator.

Mr. Wiggins stated that he was not in agreement with the Board of Commissioners not having the ability to appoint members to the Arts Council and could not support their decision.

After Board discussion Mr. Wiggins stated that there should be another conversation with the Town of Tarboro and the County Manager and the Arts Council to discuss whatever the issues are and brought back to the Board of Commissioners for consideration.

- E. Letter from Suddenlink.
- F. Update on the sale of the Alford Building.
- G. Update on projects submitted to Golden Leaf for the CGBI program.
- H. Farm City Breakfast, November 28, 2017 at 7:30 a.m.

10. COMMISSIONERS' REPORT.

11. ATTORNEY'S REPORT.

12. CLOSED SESSION.

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

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

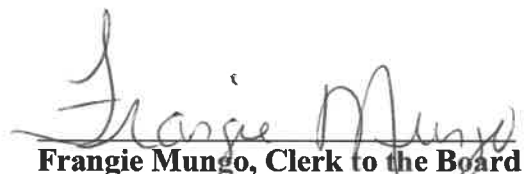
\*\*\*\*\*

Mr. Felton moved to pay Mr. Evans a one-time bonus of \$2,200. Rev. Hines seconded the motion, which carried by unanimous vote.

Mr. Wooten moved to authorize Mr. Evans to publish the job opening for the Assistant Finance Director position with the wording change of "preferred" as opposed to required. Mrs. Powell seconded the motion, which carried by unanimous vote.

13. REV. HINES MOVED TO ADJOURN THE MEETING UNTIL MONDAY, DECEMBER 4, 2017 AT 7:00 P.M. MR. WOOTEN SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

Adopted December 4, 2017.

  
Frankie Mungo, Clerk to the Board