

**MINUTES
REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS
OF EDGECOMBE COUNTY
OCTOBER 5, 2020 AT 7:00 P.M.
IN THE CARMON AUDITORIUM
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. Viola Harris, Mr. William Wooten, Mr. Ralph Webb 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. SAFETY INSTRUCTIONS.

Mr. William Johnson, Assistant County Manager, provided safety instructions.

3. PRAYER.

Rev. Hines provided prayer.

4. MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.

Rev. Hines moved to approve the minutes as of the September 8, 2020 as presented. Mr. Wooten seconded the motion, which carried by unanimous vote.

5. SCHEDULED APPOINTMENT.

A. Jerry Spruell, Director, Board of Elections, came forth to provide an elections update for 2020 and answered questions from the Board.

- Important dates
- Curbside voting
- One Stop Voting election hours
- Edgecombe County statistics report

6. PUBLIC PETITIONS.

In light of the State of Emergency and in consideration of the recommendations of government and public health officials to limit public gatherings, Edgecombe County's Board of Commissioners meeting was closed to the public and the public was encouraged to submit any public petitions via email to publiccomments@edgecombeco.com or by mail addressed to Eric Evans, County Manager. The public was notified that all public comments submitted would be read at the meeting. The public was also encouraged to listen to the meeting by calling the published number.

The public was previously notified by the Board of Commissioners that they will allow ten people to make public comments in person and to do so, they public must sign up in advance by calling the Clerk to the Board.

No public comments submitted and no petitioners signed up for in person comments.

7. OTHER BUSINESS:

A. Approval of Memorandum of Agreement with Edgecombe County Rescue Squad.

Mr. Evans stated that on September 28, 2020, the Board of Edgecombe County Rescue Squad approved a Memorandum of Agreement to request Edgecombe County to assume the responsibility of providing emergency services. The MOA further describes an agreement for both parties related to the necessary actions to make this transaction happen. In the best interest of both parties and, more importantly, the citizens of Edgecombe County he recommended that we proceed with this transition of services and we pursue the described actions for that to take place. He recommended that the Board approve the Memorandum of Agreement as presented.

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

Mr. Evans asked for the Board's consensus in offering the County's vacation accrual rate to those hired with certain amount of years worked in the Rescue Squad as well as longevity.

There was no objection from the Board.

B. Approval of budget amendments.

Mr. Evans provided an explanation on some of the budget amendments. He explained budget amendment #2 to reclassify a portion of the Rescue Squad's FY 2021 Budget to a separate department. He also made a correction to the amended budget amount, which should be \$800,000 not \$750,000.

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

C. Approval of Corning encroachment easement.

Mr. Evans stated that ROCLOG 1 LLC is the landholding entity for the property on which Corning's facility is located. They need to construct and maintain two stormwater management pond outfalls on the northern part of their property. These outfalls will encroach onto County property in order to construct, install, maintain, repair, replace and use the pond outfalls. These outfalls will be located between their property and the Tar River, and therefore will drain towards county-owned property. Our engineers have evaluated the plans and determined that it will not be detrimental to the county's property.

Mr. Webb moved to approve the encroachment easement as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

D. Approval of Human Services Board recommendation for stipends.

Mr. Evans stated that the Edgecombe County Human Services Board members currently receive a stipend for each meeting they attend. Considering the need to refrain from meeting in person due to the COVID-19 Pandemic, their Board recently approved a change to their bylaws which allows them to hold electronic meeting. With that, they have also voted to recommend that the Board consider authorizing the stipend payment even if they attend remotely. Mr. Evans recommended that the Board authorize the payment of a stipend for the Human Services Board, and any other board that currently receives a meeting stipend, to include a member's remote participation by approved electronic means where that board is otherwise allowed to meeting remotely.

Mrs. Powell moved to approve the payment of the stipends as recommended. Mrs. Harris seconded the motion, which carried by unanimous vote.

E. Approval of Memorandum of Understanding related to the allocation of HOME

Program funds.

Mr. Evans stated that the City of Rocky Mount has determined there to be unallocated HOME program funds available to the Down East HOME Consortium. These are funds from the US Department of Housing and Urban Development that provide for housing activities primarily for low income families. Of the \$1,729,962 available, \$573,791 is allocated to serve households in Edgecombe County. The City of Rocky Mount as the Lead Entity for the DEHC will administer these funds in close coordination with our staff.

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

F. Approval of revised Interlocal agreements with Towns for the Coronavirus Relief Fund.

Mrs. Boswell moved to approve the revised agreements as presented. Mr. Wooten seconded the motion, which carried by unanimous vote.

G. Approval of resolutions recognizing three of the oldest citizens of the County.

Mr. Evans read the resolution recognizing Ms. Julie Clinton, Ms. Irene Jones and Ms. Cassie Mae Cloyd Smith, who are currently or will be turning 106 years old.

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

H. Approval of a resolution changing the November 2, 2020 Board of Commissioners meeting place.

Mr. Evans stated that the November Board of Commissioners meeting is scheduled for November 2, 2020. The auditorium will not be available that night being that it will be set up for the election the next day. For social distancing, he recommended that we move the meeting to the first floor conference room in the Human Services Building. He recommended that the Board approve the resolution to move the location of the November 2, 2020 meeting to the Human Services building.

Rev. Hines moved to move the meeting as recommended. Mr. Boswell seconded the motion, which carried by unanimous vote.

I. Approval of Nash, Edgecombe, Wilson Regional Hazard Mitigation Plan.

Mr. Evans presented for the Board's consideration a resolution to approve a Regional Hazard Mitigation Plan. This is an updated plan for the existing and includes Nash and Wilson counties. The plan strives to layout strategies to lower the risks to life and property from the array of natural hazards. He presented in the agenda packets excerpts from the full plan. The document is over 600 pages and a complete copy is available for anyone who would like to review it.

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

J. Approval of revisions to fiscal year 2021 pay plan.

Mr. Evans stated that he discovered there are five positions that were previously approved, and in which we have staff members classified, that were left off from the most recently approve pay plan. These positions are:

- Administrative Assistant Grade 7
- Administrative Assistant II Grade 8
- Tax Assistant Grade 8
- Executive Assistant Grade 10

- **Administrative Assistant III** **Grade 11**

Also, depending on the Board’s action related to the Memorandum of Agreement for Emergency Services, there are new positions needed. They include:

- **Emergency Medical Technician – Basic Grade 11**
- **Emergency Medical Technician-Advanced Grade 14**
- **Emergency Medical Technician-Paramedic Grade 16**
- **Assistant Supervisor/Paramedic** **Grade 17**
- **Supervisor/Paramedic** **Grade 19**

The duties of the Emergency Medical Services Coordinator, which is an existing position, needs to be revised. This position would be the main operational manager for EMS. Mr. Evans recommended that this position be moved from Grade 19 to Grade 21.

Mr. Wooten moved to approve the revised Pay Plan for FU-2021 as presented. Mr. Boswell seconded the motion, which carried by unanimous vote.

K. Approval of Purchase Agreement with Eastern Petroleum.

Mr. Evans asked that this item be tabled at this time.

Mr. Wooten moved to table this item. Rev. Hines seconded the motion, which carried by unanimous vote.

L. Approval of a Proclamation to Recognize October as Cyber Security Awareness Month.

Ms. Tabatha Summerlin, IT Director, read the Proclamation to Declare October as Cyber Awareness Month.

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

SUPPLEMENTAL AGENDA.

1. Approval of a resolution regarding financing to purchase radios for Sheriff’s Office, EMS and Maintenance.

Mr. William Johnson, Assistant County Manager, provided information.

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

8. APPOINTMENTS.

A. Rocky Mount Board of Adjustment.

No recommendation.

B. Airport Authority Board.

Mr. Wooten moved to reappoint Mr. Harold Thompson. Mr. Boswell seconded the motion, which carried by unanimous vote.

C. Upper Coastal Plain Council of Governments Board of Directors.

No recommendation.

9. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.

Mr. Wooten 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.

C. Tourism Development Authority.

D. Hurricane Matthew update.

11. **MANAGER'S REPORT.*****Received***
- A. Update on recreation efforts and grant with NC State University.
 - B. COVID-19 update.
 - C. Workforce Development Indicators.
 - D. Tarboro Rotary's Field of Honor Display.
 - E. Home and Community Care Block Grant.

Mr. Evans presented the request from Judge Walter Godwin, who is scheduled to retire at the end of October, to hang his portrait in the Courthouse. The Board had no opposition.

12. **COMMISSIONERS' REPORT.**
- Mr. Webb mentioned that Governor's recognition regarding Respiratory Care Practitioners Month.

Mrs. Harris talked about the Professional Leadership Development Course that she and Mrs. Powell are enrolled in.

13. **ATTORNEY'S REPORT.**

None.

14. **CLOSED SESSION.**

Mr. Wooten moved to go into closed session to discuss:

- A. Economic Development. [N.C.G.S. 143-318.11 (a)(4)]
- B. Personnel matter. [Per N.C.G.S 143-318.11(a)(6)]
- C. Legal matter.

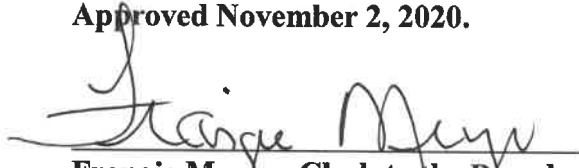
Legal Matter [Per N.C.G.S 143-318.11(a)(3) to consult with the attorney to preserve attorney-client privileged information, including receiving advice regarding *Eastpointe Human Services v. North Carolina Department of Health and Human Services, et al.*; Duplin County Superior Court, 17-CVS-466.]

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

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

15. **MR. BOSWELL MOVED TO ADJOURN THE MEETING UNTIL NOVEMBER 2, 2020 AT 7:00 P.M. MR. WOOTEN SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**

Approved November 2, 2020.


Frankie Mungo, Clerk to the Board