



**BOARD OF  
COMMISSIONERS  
REGULAR SCHEDULED  
MEETING  
FEBRUARY 5, 2024  
AT 6:00 P.M**

**JONATHAN FELTON COMMISSIONERS ROOM  
201 SAINT ANDREW STREET  
TARBORO, NORTH CAROLINA**

***Edgecombe County Vision Statement***  
***Edgecombe County is a historic place that values its citizens and natural resources and creates opportunities where people are proud to live, work and play for generations to come.***

\*\*\*\*\*

**AGENDA**  
**REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS**  
**OF EDGECOMBE COUNTY**  
**FEBRUARY 5, 2024 AT 6:00 P.M.**  
**IN THE JONATHAN FELTON COMMISSIONERS ROOM**  
**COUNTY ADMINISTRATIVE BUILDING**  
**TARBORO, NORTH CAROLINA**

\*\*\*\*\*

1. **MEETING CALLED TO ORDER.**
2. **SAFETY INSTRUCTIONS.**
3. **PRAYER.**
4. **MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.**  
**January 2, 2024**
5. **SCHEDULED APPOINTMENT(S):**
  - A. **Graham Palmer, Rural Opportunity, update on initiatives.**
  - B. **Dave Peterson, Regional Director – Trillium to give an update on consolidation.**  
**(Attachment #1)**
6. **PUBLIC PETITIONS.**
  - **Public present should state name and address for public record. (limit 3 minutes)**
  - **Mr. Evans to read public petitions submitted via email or postal mail.**
7. **OTHER BUSINESS:**
  - A. **Consideration of approval of budget amendments. (Attachment #2)**  
  
**(Recommended action: Approve as presented.)**
  - B. **Consideration of approval of audit response. (Attachment #3)**  
  
**(Recommended action: Approve as presented.)**
  - C. **Consideration of approval of hunting leases. (Attachment #4)**

**(Recommended action: Approve as presented.)**

**D. Consideration of approval of updates to Personnel Policy. (Attachment #5)**

**(Recommended action: Approve as presented.)**

**8. APPOINTMENTS:**

- A. Parks and Recreation Advisory Board.**
- B. Board of Adjustment.**

**9. PLANNING BOARD REPORT.**

- 1. UDO text amendment request by C. B. Dauthtridge.**

**(Recommended action: Call for a public hearing at the March 4, 2024 meeting.)**

- 2. Draft minutes of January 22, 2024 meeting.**

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

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

**12. DEPARTMENTAL REPORTS FOR REVIEW.**

- A. Water and Sewer update.**
- B. Monthly Financial Summary.**
- C. Home and Community Care Block Grant Program.**

**13. MANAGER'S REPORT.**

- A. Update on Getting Off the Lists initiative.**
- B. Major events and updates.**
- C. Workforce Development Indicators.**
- D. TDA financial report.**
- E. Broadband update.**
- F. CSX temporary closure of railroad crossings.**

**14. COMMISSIONERS' REPORT.**

**15. ATTORNEY'S REPORT.**

**16. CLOSED SESSION.**

- A. Economic Development. [N.C.G.S. 143-318.11 (a)(4)]**

**17. ADJOURNMENT.**

**MINUTES**  
**REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS**  
**OF EDGECOMBE COUNTY**  
**JANUARY 2, 2024 AT 6:00 P.M.**  
**IN THE JONATHAN FELTON COMMISSIONERS ROOM**  
**COUNTY ADMINISTRATIVE BUILDING**  
**TARBORO, NORTH CAROLINA**

1. **MEETING CALLED TO ORDER BY CHAIRMAN LEONARD WIGGINS AT 6:00 P.M.**

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

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Mr. Eric Evans, County Manager, Mrs. Natalie Bess, Deputy County Manager, Mr. Michael Peters, County Attorney, Mr. Michael Matthews, Assistant County Manager, Mrs. Linda Barfield, CFO and Ms. Frangie Mungo, Clerk to the Board.

2. **SAFETY INSTRUCTIONS.**

Safety instructions provided by Mrs. Bess.

3. **PRAYER.**

Prayer provided by Rev. Hines.

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

Rev. Hines moved to approve the minutes of the December 4, 2023 meeting as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

5. **PUBLIC HEARING:**

1. **Mr. Wiggins called a public hearing to order relative to proposed amendments to the Code of Ordinances.**

Mr. Peters read the public notice.

Mr. Evans stated that it has become the Board's practice that when the first Monday falls on a holiday to move the meeting to the Tuesday of the same week. However, our ordinances say at Labor Day, that meeting is to be on the following Monday. The Board recently voted to change the meeting time 6 p.m. The proposed ordinance amendment addresses both. The language states that the meetings will be at 6 p.m. and that any meeting that falls on a holiday will be held on the Tuesday of the same week.

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

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

**6. SCHEDULED APPOINTMENT(S):**

**A. Alan Thompson with Thompson, Price, Scott & Adams, presented the FY-23 Audit.**

- In regards to management estimates of depreciation, management estimates of allowance for doubtful accounts and managements financial disclosures, we were in agreement with all of those.
- Difficulties encountered in performing the audit encountered no significant difficulties.
- No uncorrected misstatements.
- No disagreements with Management.
- Representation letter provided by management.
- Other findings or issues.
- Other matters.
- Financial information for 5 years.
- Analysis of fund balance.
- Analysis of revenues.
- Property tax rates and collection percentages.
- Debt analysis.

**B. Dr. Mark Cockrell, Executive Director of North East Carolina Preparatory School, presented an update on school performance and planned projects.**

- What is a Charter School?
- School report card.
- Highlights.
- 2022-2023 test scores.
- Our Vision, Our Future.
- Agricultural building
- Growth Plan.
- House Bill 219.
- Fiscal responsibility.

Dr Cockrell stated that they will welcome any consideration from the Board to help fulfill their goals. He also answered questions from the Board.

**7. PUBLIC PETITIONS.**

Dr. Tracy Phillips, 1109 US Highway 301, Whitakers, stated that she noticed that on the Local Government Commission's website it is noticeably absent that the County's audit report is not there, but she is delighted to hear that the audit report was presented this

evening. She stated that these reports are instrumental in maintaining transparency and accountability of our taxpayer funds. Transparency upholds the adherence to rules and regulations while insuring that information is easily accessible to those impacted by your budgetary decisions. Edgecombe County leadership, over the last two decades, the county has been grappling with a myriad of challenges. According to the North Carolina Department of Commerce Edgecombe County is classified as economically distressed. Ranked amongst the highest in the State. Since 2018 the LGC has flagged the County as a high-risk unit due to particular concerns about the County's internal controls and issues with the general fund and the water/sewer fund. These concerns were recently underscored by the state auditor's report, which shed light on significant financial negligence, resulting in fines and fees incurred by the county taxpayers exceeding over \$250,000. Dr. Phillips stated that it is even more disconcerting to add that deadlines, like the one that she heard we missed this evening on the debt service. It was tardy. The audit report has been consistently late and the deadline has been missed since 2015 when Mr. Evans assumed the role of County Manager. This cavalier approach and this situation compel her to ask when will the Board intervene to address these recurring management performance issues. Decision making appears to lack proactive vision. Utilizing short term solutions to on-going issues and it is evident that it seems to have no insight into the policy impacts, leading to our shrinking tax base and evidence and voter apathy and disillusionment. It has taken a hefty toll on our county residents. These recurring infringements aggravate public distrust of leadership and have amplified skepticism about the commission's ability to fulfill its duties. Regardless of the upcoming election and several unopposed commissioners' complacency must not be permitted to set in. Dr. Phillips stated that she implored the Board to the tendency towards non-disclosure and prioritize their responsibilities. These repeated discretions sow seeds of distrust and a perceived indifference towards the well-being of our citizens. Has led to a collapse in confidence. Please remember that your actions and decisions remain under scrutiny. Rest assured we, the taxpayers of Edgecombe County, are watching.

**8. OTHER BUSINESS:**

**A. Approval of budget amendments.**

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

**B. Approval of increasing Mileage Reimbursement rate.**

Mr. Evans stated that it is the County's practice to follow the standard mileage reimbursement rate set by the Internal Revenue Service. Recently, the IRS issued a notice that it is increasing the rate from 65.5 cents to 67 cents per mile.

Rev. Hines moved to approve the new mileage reimbursement rate of 67 cents as presented. Mrs. Harris seconded the motion, which carried by unanimous vote.

**C. Approval of approving sign-on and retention bonuses for Social Workers in Child**

**Welfare.**

Mr. Evans stated that in the last few years, we have experienced higher than average vacancies in Child Welfare positions in Social Services, especially with Social Worker Investigative/Assessment & Treatment positions. Though Ms. Betty Battle, DSS Director, and her team have done an excellent job in making sure those critical services are provided, the longer we experience such high turnover, the more difficult it becomes to effectively provide those services. Most agencies across the state and nation are experiencing the same challenge. That has prompted counties to employ new strategies to mitigate the problem. Mr. Evans stated that we recently overhauled our Compensation Plan, which included raising salaries across the County. We have already seen the new Compensation Plan positively impact turnover in most of our departments. However, with the Social Worker IAT position, turnover continues to be high. We believe that this is due to the ongoing competition for qualified social workers in the field, as well as the difficulty of the work of that particular position. This position provides the most intensive service of our child welfare positions and often puts the employee in difficult or even threatening circumstances. Mr. Evans stated that one strategy we see many counties now using is sign-on and retention bonuses. From the information Ms. Battle gathered, counties are offering between \$2,000 and \$20,000 for sign-on and retention bonuses. Though the use of such bonuses is relatively new, and therefore, data from large samples is not available to definitively prove its effectiveness, feedback we are receiving shows that it is a strategy worth using. Considering the dire importance of us addressing the high turnover in Child Welfare, and that 50% of the cost of the bonus is reimbursement from the state which minimizes the cost to the County, he recommended that the Board approve the Sign-on and Retention Bonus policy and authorize staff to develop Sign-on and Retention agreements consistent with the policy. Mr. Evans noted that at their last meeting, there was consensus support from the Human Services Board for the use of sign-on and retention bonuses.

Mrs. Harris moved to approve the Sign-on and Retention Bonuses policy as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

**D. Approval of acceptance of Grant Award for Eastpointe.**

Mr. Evans stated that the County has been awarded a \$60,000 grant from Eastpointe through the County Initiative for the Impact of Opioid Use. These funds will be used to purchase critical equipment for our Community Paramedic program listed in the grant agreement.

Mrs. Powell moved to approve the acceptance of this grant award with its accompanying project ordinance. Mr. Boswell seconded the motion, which carried by unanimous vote.

**E. Approval of Health Department fees.**

Mr. Evans presented the proposed Health Department fee for PCV 20, a pneumonia vaccine, which is replacing PCV 13. The proposed fee is \$288, which includes the cost of the vaccine itself and the cost to administer it. At their last meeting, the Human Services Board unanimously approved recommending the new fee.

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

**F. Approval of Bad Debt Write-off for Health Department.**

Mr. Evans stated that the Health Department's Bad Debt Write Off Policy states that a patient's account will be handled as Bad Debt when there has been no activity on the account for more than six months. This does not mean that there will be no further efforts to collect the debt. In fact, if there is any new activity on the account, for example the patient presents at the Health Department for services, then the account is reactivated. This action is an accounting method whereas the written off debt no longer shows on our books as a receivable.

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

**G. Approval of acceptance of Golden Leaf grant for Kingsboro Infrastructure Project.**

Mr. Evans stated that Golden LEAF awarded Carolinas Gateway Partnership a grant in the amount of \$7,537,500.00 to construct water and wastewater lines, road access improvements and conduct a groundwater study at the Kingsboro Mega-site. A portion of these funds were to extend wastewater to the Training Center. However, with the Training Center funds being rescinded, Golden LEAF funds remained in the project. After discussions with Golden LEAF, they have agreed to repurpose the remaining \$3,502,645.77 to construct a waterline extension along Leonard Wiggins Parkway and that Edgecombe County would be the grantee moving forward.

Mrs. Powell moved to approve the acceptance of a revised Grantee Acknowledgement and Agreement from Golden LEAF to Edgecombe County in the amount of \$3,502,645.77. Mr. Thorne seconded the motion, which carried by unanimous vote.

**H. Approval of amendments to the Compensation Plan.**

Mr. Evans stated that as we have continued to review our new Compensation Plan, we have identified additional corrections and additions to be made. He presented a summary of those changes, which corresponds with the number on the draft updates.

Mr. Boswell moved to approve the job description for the Financial Reporting Administrator and the updated Compensation Plan Ordinance as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.



9. **APPOINTMENTS:**

**A. Parks and Recreation Advisory Board.**

Mrs. Harris moved to appoint Ms. Tyronda Whitaker to replace Mr. Calvin Adkins, who resigned, as Board-at-Large. Rev. Hines seconded the motion, which carried by unanimous vote.

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

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

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

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

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

A. Water and Sewer update.

B. Monthly Financial Summary presented by Mrs. Linda Barfield.

C. Department of Social Services Celebration of Efforts in Foster Care.

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

A. Update on Getting Off the Lists initiative.

B. Major events and updates.

C. Workforce Development Indicators.

D. TDA financial report.

E. Update on Vehicle Purchase for the Sheriff's Office

F. Save the date: Commissioners Retreat, March 11, 2024, 8 a.m. to 5 p.m. Location TBD

G. NCACC District Meeting – January 22<sup>nd</sup> at 12 p.m. in Wilson.

H. Farm City Breakfast – January 7<sup>th</sup> at 7:30 a.m. at the Ag. Center.

14. **COMMISSIONERS' REPORT.**

Mr. Boswell thanked the Board and Mr. Evans for attending his mother-in-law's funeral (Betty Lewis)

15. **ATTORNEY'S REPORT.**

None.

16. **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. [N.C.G.S. 143-318.11 (a)(4)]

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

Mrs. Powell moved to go out of closed session and resume the regular meeting. Mr. Thorne

seconded the motion, which carried by unanimous vote.

17. REV. HINES MOVED TO ADJOURN THE MEETING. MRS. POWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.

## **ATTACHMENT #1**

# **Update on the Consolidation of Trillium, Eastpointe and Sandhills MCO's**



## Regional Advisory Board Information

Terrell Alston <talston@eastpointe.net>

Tue 1/30/2024 8:30 AM

To: Eric Evans <ericevans@edgecombeco.com>

Cc: Dave Peterson <Dave.Peterson@trilliumnc.org>

Good Morning Mr. Evans,

It was great seeing you as always yesterday. Just wanted to send over the information that you requested. It is our hope that this can be added to your February 2024 Board Agenda. If you have any questions, please do not hesitate to reach out to me. Thank you so much!

Item:	Appoint County Representatives to Trillium Health Resources Regional Advisory Board
Background:	To maintain local connections throughout the 46 county consolidated catchment area, Trillium Health Resources maintains Regional Advisory Boards throughout the area. The Regional Advisory Boards include two members from each county, appointed by the Board of Commissioners, including, one (1) County Commissioner or designee and one (1) appointee meeting the criteria in North Carolina General Statute 122C-118.1.
Requested Action:	Appoint Commissioner Name and Appointee Name to represent County Name on the local Regional Advisory Board for Trillium Health Resources
Budget Impact:	No Additional County Funds Required

[GS 122C-118.1.pdf \(ncleg.gov\)](#)

Respectfully,



J. Terrell Alston, MBA

Senior Director of Provider Contracting & Community Affairs

External Operations

(252) 270-8601

[www.eastpointe.net](http://www.eastpointe.net)

We are consolidating with Trillium Health Resources as of Feb. 1, 2024. [Learn more here.](#)

We are consolidating with Trillium Health Resources as of Feb. 1, 2024. [Learn more here.](#)

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**ATTACHMENT #2**

**Budget Amendments to be Approved  
By the Board of Commissioners**





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

2

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Linda J. Barfield RE: Finance DEPARTMENT

PURPOSE: TO REALLOCATE WITHIN DEPARTMENT

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
10-4130-5126-00	SALARIES TEMPORARY & PARTTIME	40,000	25,000.00	65,000
<b>DECREASE</b>				
10-4130-5121-00	SALARIES	448,865	\$ (12,500)	436,365
10-4130-5181-01	LONGEVITY	18,000	(5,500)	12,500
10-4130-5199-00	OTHER PROFESSIONAL	70,000	\$ (7,000)	63,000
<b>TOTAL</b>			\$ -	

DEPARTMENT HEAD

*Linda J. Barfield*

DATE 1-30-24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

*Linda J. Barfield* 1-30-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER

*[Signature]*

DATE

1/31/24

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date 1/30/2024

FROM: Pat Drewery RE: DSS BA # 12 DEPARTMENT

**PURPOSE:** To reallocate within budget to cover Medicaid Expansion building upgrade

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
<b>Total Revenues</b>			<b>0</b>	
<b>EXPENDITURES</b>				
19-5310-5185-00	Unemployment	20,000	-20,000	0
19-5310-5186-00	Employer Workmans Comp	58,682	-18,784	39,898
19-5310-5311-00	Travel	85,000	-14,216	70,784
19-5310-5500-00	Capital Outlay	0	53000	53,000
<b>Total Expenditures</b>			<b>0</b>	
<b>TOTAL</b>				
			<b>0</b>	
			<b>CORRECT</b>	<b>← MUST BE "CORRECT"</b>

DEPARTMENT HEAD

Betty Baller

DATE 1-30-2024

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield

✓ APPROVED

RECOMMENDED

NOT APPROVED

**NOT RECOMMENDED**

1/31/24

DATE \_\_\_\_\_

COUNTY MANAGER

99  
All items

**ACTION TAKEN BY BOARD OF COMMISSIONERS:**

APPROVED AND ENTERED ON MINUTES DATED:

NOT APPROVED-DATE:

CLERK TO THE BOARD

Revised July 2021







# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

6

Budget Revision Number 92  
Journal Number 800  
Date 2-1-24

FROM: Linda J. Barfield RE: Soil & Water DEPARTMENT

PURPOSE: TO REDUCE ROLL-FWD TO ACTUAL

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
10-0090-4991-00	FUND BALANCE APPROPRIATED	(8,265,381)	(785.00)	(8,266,166)
<b>DECREASE</b>				
10-4960-5300-00	COST SHARE PROGRAM	4,930	\$ (545)	4,385
10-0025-4346-00	COST SHARE-SOIL CONSERVATION	(19,330)	1,330.00	(18,000)
<b>TOTAL</b>			-	

DEPARTMENT HEAD

DATE

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield 1/30/24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

GO  
COUNTY MANAGER

1/31/24  
DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021



# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

1

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Antwan Brown RE: Emergency Medical Serv-RS DEPARTMENT

PURPOSE: To Appropriate Funding for Eastpointe Grant

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
10-0025-New	Eastpointe County Imitative Opioid	0.00	\$ (60,000.00)	(60,000)
<b>INCREASE</b>				
10-4371-5250-00	Vehicle Supplies & Materials	28,000	\$ 30,000	58,000
10-4371-5260-12	EMS-Medical Supplies	295,000	\$ 14,000	309,000
10-4371-5500-00	Capital Outlay	140,000	\$ 16,000	156,000
<b>TOTAL</b>			-	

DEPARTMENT HEAD

*Antwan Brown*

DATE 1-29-24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Baufel 1-29-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

*Ken Hu*  
COUNTY MANAGER

1/30/24  
DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD



# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Finance RE: TRANSFERS DEPARTMENT

PURPOSE: TO RECORD TRANSFER BETWEEN FUNDS-REF: BUD184

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>Increase</b>				
10-9811-591200	TRANSFER TO HEALTH	1,070,258	\$ 257,196	1,327,454
10-9811-591900	TRANSFER TO DSS	3,366,002	\$ 503,614	3,869,616
10-9811-596000	TRANSFER TO SOLID WASTE	652,500	\$ 35,027	687,527
10-9811-592201	TRANSFER TO WATER	0	\$ 45,636	45,636
10-4310-512100	SALARIES	3,306,656	\$ 3,202	3,309,858
12-0070-498100	TRANSFER FROM GENERAL FUND	1,070,258	\$ (257,196)	813,062
19-0070-498110	TRANSFER FROM GENERAL FUND	3,366,002	\$ (503,614)	2,862,388
60-0070-498100	TRANSFER FROM GENERAL FUND	652,500	\$ (35,027)	617,473
66-0070-498100	TRANSFER FROM GENERAL FUND	0	\$ (45,636)	(45,636)
<b>Decrease</b>				
56-5233-512100	SALARIES	119,906	\$ (2,549)	117,357
56-5233-518100	FICA	9,384	\$ (195)	9,189
56-5233-518200	RETIREMENT	5,191	\$ (331)	4,860
56-5233-518800	EMPLOYER 401K	2,529	\$ (127)	2,402
<b>TOTAL</b>			<b>CORRECT</b>	<b>MUST BE "CORRECT"</b>

DEPARTMENT HEAD Linda J. Barfield DATE 1-17-24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield 1-17-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

Em E  
COUNTY MANAGER

11/19/24  
DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED:

NOT APPROVED-DATE:

CLERK TO THE BOARD

Revised July 2021



# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

9

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Linda J. Barfield RE: School Capital Reserve DEPARTMENT \_\_\_\_\_

PURPOSE: TO APPROPRIATE 60% OF ARTICLE 42 TO THE SCHOOL CAPITAL RESERVE-EDGE 98.41%-Nash 1.59%  
PER NCDI ADM

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
44-0070-4981-00	TRANSFER FROM GENERAL FUND	0.00	(1,024,400)	(1,024,400)
<b>INCREASE</b>				
44-5911-5560-11	EDGECOMBE CO BD OF EDUCATION-CR	0	\$ 1,008,112	1,008,112
44-5911-5560-21	NASH RKY MT BD OF EDUCATION-CR	0	\$ 16,288	16,288
<b>TOTAL</b>			<u> </u>	<u> </u>

DEPARTMENT HEAD

Linda J. Barfield

DATE

1-19-24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield 1-19-24

☒ APPROVED

☐ RECOMMENDED

Lin Wa NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER

1/24/24  
DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021



# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

10

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Stan Liverman RE: Maintenance DEPARTMENT

PURPOSE: To Roll-FWD 2023 Purchase Orders manually due to system errors with year-end close.

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
10-0090-4991-00	FUND BALANCE APPROPRIATED	8,265,381.00	395,578.14	8,660,959
10-4260-5211-17	JAIL-MAINT/REPAIR/JANITORIAL	205,000.00	12,342.00	217,342
10-4260-5250-00	VEHICLE SUPPLIES & MATERIALS	12,000	12,330.00	24,330
10-4260-5240-09	MAINT REPAIR COURTHOUSE	60,000	18,591.00	78,591
10-4260-5500-00	CAPITAL OUTLAY	856,490.86	352,315.14	1,208,806
<b>DECREASE</b>				
<b>TOTAL</b>			-	

DEPARTMENT HEAD Stan Liverman

DATE 1-24-24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield 1-24-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER

DATE 1/24/24

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021







# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

12

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date 1/30/2024

FROM: Pat Drewery RE: DSS BUA # 14 DEPARTMENT \_\_\_\_\_

PURPOSE: To roll forward funds from prior year

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
19-0090-4991-19	Fund Balance Appropriated	0	195,213	195,213
<b>Total Revenues</b>			<b>195213</b>	
<b>EXPENDITURES</b>				
19-5320-5719-00	Elderly Handicapped Transp	5,336	84,310	89,646
19-5320-5746-02	Rural General Public Transp	234	89,835	90,069
19-5320-5746-03	Work First ETAP	23	21,068	21,091
<b>Total Expenditures</b>			<b>195213</b>	
<b>TOTAL</b>			<b>0</b>	
			<b>CORRECT</b>	<b>MUST BE "CORRECT"</b>

DEPARTMENT HEAD

*Pat Drewery*

DATE

1-30-2024

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

*Linda J. Bayfield* 1-30-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER

*Pat Drewery*

DATE

1/31/24

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021



**For Information  
Budget Amendments Approved  
By the County Manager**



# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

14

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date 1/26/2024

FROM: Stan Liverman RE: Maintenance DEPARTMENT

PURPOSE:  
To reallocate within Department

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
10-4260-5333-14	Natural Gas EOC	2,000.00	2,150.00	4,150.00
10-4260-5331-05	Electricity - EOC	10,500.00	2,100.00	12,600.00
10-4260-5321-01	Beepers/Cellular Phones	4,500.00	650.00	5,150.00
10-4260-5197-00	Special SVC - Waste Industries	32,000.00	12,100.00	44,100.00
				0.00
				0.00
<b>TOTAL INCREASE</b>			<b>17,000.00</b>	

<b>DECREASE</b>				
10-4260-5333-17	Nat Gas DSS & Health Campus	2,500.00	2,150.00	350.00
10-4260-5331-17	Elec DSS & Health Campus	35,000.00	2,100.00	32,900.00
10-4260-5311-01	Training Employees	1,000.00	650.00	350.00
10-4260-5211-20	Embarq Bldg-Maintenance/Repair	102,500.00	12,100.00	90,400.00
				0.00
				0.00
<b>TOTAL DECREASE</b>			<b>17,000.00</b>	

**TOTAL** 0  
**CORRECT** ← **MUST BE "CORRECT"**

DEPARTMENT HEAD

*Stan Liverman*

1/26/2024

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

*Linda J. Barfield* 1-26-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER

*Quinn*

DATE

*1/29/24*

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021





EDGECOMBE COUNTY  
BUDGET CONTROL REQUEST

16

Budget Revision Number 90  
Journal Number 7824  
Date 1-30-24

FROM: Gloria Moseley Solid Waste DEPARTMENT

PURPOSE: REALLOCATE WITHIN THE DEPARTMENT FOR LANDFILL MAINTENANCE AND REPAIRS

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
REVENUES				
Total Revenues			0	
EXPENDITURES				
<u>60-4720-53520</u>	<u>Equipment Repair</u>	<u>\$100,000.00</u>	<u>(10,000.00)</u>	<u>\$90,000</u>
<u>60-4720-53520</u>	<u>Landfill Maintenance</u>	<u>\$128,140</u>	<u>10,000</u>	<u>\$138,140.00</u>
Total Expenditures			0	
TOTAL				
			0	

← MUST BE "CORRECT"

DEPARTMENT HEAD

Gloria Moseley

1-26-24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Boyfield 1-26-24

✓ APPROVED

RECOMMENDED

NOT APPROVED

NOT RECOMMENDED

Gloria Moseley

1/29/24

COUNTY MANAGER

DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021

**For Information  
Budget Amendments Reviewed  
By the Finance Director**







# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

18

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date 1/30/2024

FROM: Pat Drewery RE: DSS BA # 13 DEPARTMENT \_\_\_\_\_

PURPOSE: To create Budget -ROAP

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
REVENUES				
19-0025-4534-01	Elderly Handicapped Transp	0	5,336	5,336
19-0025-4546-03	Work First ETAP	0	23	23
19-0025-4546-07	Rural General Public Transp	0	234	234
Total Revenues			5593	
EXPENDITURES				
19-5320-5719-00	Elderly Handicapped Transp	0	5,336	5,336
19-5320-5746-02	Rural General Public Transp	0	234	234
19-5320-5746-03	Work First ETAP	0	23	23
Total Expenditures			5593	
TOTAL			0	

CORRECT ← MUST BE "CORRECT"

DEPARTMENT HEAD

Betty Battle

DATE 1-30-2024

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Bayfield 1-30-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

Quinn

COUNTY MANAGER

DATE

1/31/24

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021



EDGECOMBE COUNTY  
BUDGET CONTROL REQUEST

Budget Revision Number 87  
Journal Number 775  
Date 1/17/2024  
1-29-24

FROM: Michelle Etheridge RE: Health Department DEPARTMENT

PURPOSE: Budget revision done for increase Waste Industries GFL, Curtis Bay for RM and Tarboro and to get GL Line out of negative balance

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
REVENUES				
123512-440603	Medicare CD	0	-115	115
123512-440525	Covid Vac Medicaid Adm	430	-197	627
EXPENDITURES				
125111-523802	Varied Supplies	17,462	(400.00)	17,062
125111-519700	Waste Industries	1,087	400.00	1,487
125100-545400	Malpractice	510	(47.00)	463
125100-531100	Travel	3,000	(817.00)	2,183
125100-518101	Longevity	3,164	864.00	4,028
125100-519700	Waste Industries	1,098	400.00	14,098
125100-549100	Dues	14,040	(400.00)	13,640
125120-519702	Xray	1,500	(250.00)	1,250
125120-519700	Waste Industries	653	250.00	903.00
125148-531101	Training Employees	200	(32.00)	168
125148-519700	Waste Industries	66	32.00	98
125156-537000	Advertising	445	-250	195
125156-519700	Waste Industries	1,000	250	1,250
125160-545400	Malpractice	298	-25	273
125160-535100	Maint Building grounds	50	-50	0
125160-526000	Office supplies	1,500	-25	1,475
125160-519700	Waste Industries	443	100	543
125164-519703	Medical Assistance	4,832	-1500	3,332
125164-526000	Office Supplies	15,047	577	15,624
125164-519700	Waste Industries	2,200	923	3,123
125166-519911	Banking Fee	400	-238	162
125166-519700	Waste Industries	795	162	957
125166-537000	Advertising	500	-500	0
125166-518101	Longevity	3,300	962	4,262
125166-535200	Equip repair and Maint	1,000	-386	614
125167-518101	Longevity	4,269	-455	3,814
125167-519700	Waste Industries	3,896	455	4,351
125168-518101	Longevity	1,176	-100	1,076
125168-519700	Waste Industries	439	100	539
125174-519904	Contract Other	7,500	-416	7,084
125174-519700	Waste Industries	1,254	416	1,670
125189-523301	Educational Supplies	1,656	-251	1,405
125189-519700	Waste Industries	410	40	450
125189-532500	postage	250	20	270
125189-518101	Longevity	3,659	191	3,850
125121-519700	Waste Industries	2,586	312	2,898
125151-532500	Postage	2,500	-200	2,300
125151-519700	Waste Industries	2,630	200	2,830
125151-523900	supplies other	44,527	-1045	43,482.00
125151-518101	Longevity	4,066	1045	5,111
125156-519908	Contract services	11,150	-198	10,952
125156-518101	Longevity	1,249	198	1,447
125165-549100	Dues	501	-125	376
125165-519700	Waste Industries	2,199	125	2,324
Total Expenditures				
TOTAL				

DEPARTMENT HEAD

Michelle B. Etheridge DATE 1/25/24

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda Bayfield 1-26-24

APPROVED

RECOMMENDED

NOT APPROVED

NOT RECOMMENDED

COUNTY MANAGER

DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED:

NOT APPROVED-DATE:

CLERK TO THE BOARD

Revised July 2021





EDGECOMBE COUNTY  
BUDGET CONTROL REQUEST

20

Budget Revision Number 91  
Journal Number 7825  
Date 1-30-24

FROM: Linda J. Barfield RE: Building Inspections DEPARTMENT

PURPOSE: TO REALLOCATE WITHIN DEPARMTNET TO COVER L&P DEDUCTIBLE

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>INCREASE</b>				
10-4350-5451-00	INSURANCE & BONDING	0.00	5,000.00	5,000
<b>DECREASE</b>				
10-4200-5451-00	INSURANCE & BONDING	193,670	\$ (5,000)	188,670
<b>TOTAL</b>				

DEPARTMENT HEAD

DATE

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield 1-25-24

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER

DATE

1/29/24

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED:

NOT APPROVED-DATE:

CLERK TO THE BOARD

Revised July 2021

# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 2/1/24  
**Re:** Responses to FY-23 Audit Findings



The Local Government Commission requires that the auditor identifies Financial Performance Indicators of Concern (FPIC). We are required to then respond to those within sixty days of the audit being presented to you.

Enclosed you'll find our response. I recommend that you approve the response and sign accordingly.

OFFICE OF THE COUNTY  
MANAGER

## Edgecombe County Response to Fy-23 Audit Findings

### February 5, 2024

**Financial Performance Indicator of Concern:** The County made prior period adjustments to correct beginning balances.

#### **Audit Finding**

An adjustment was made to set up fines and forfeitures for 2021 and 2022 that were not properly accrued, which decreased fund balance in the General Fund by \$81,243. Additionally, the County discovered that a HCCBG grant had not been properly recorded, which resulted in an adjustment that decreased fund balance in the General Fund by \$119,497. In reviewing project records, it was determined that \$353,525 of project costs associated with the Princeville Water & Sewer project were expensed in the General Fund in prior years. This resulted in an increase in fund balance of \$353,525 in the General Fund that is offset by an increase in expenses and Construction in Process in the Water and Sewer Capital Project Fund. Additionally, it was determined that project expenses that were thought to be associated with Governmental Activities was for Water and Sewer Infrastructure, and some of the expenses had been capitalized in prior years but not removed from CIP, so a prior period adjustment was recorded that decreased construction in process in the government-wide statements of \$8,290,482, and increased CIP in the Water District fund in the amount of \$2,948,023. Also associated with the transfer of the Economic Development Fund from Governmental Funds to the Enterprise Funds was the prior year cash balance \$90,850, which increased governmental fund balance by \$90,850 and decreased the water fund balance by this amount. Net effect of all prior period adjustments resulted in a decrease in Governmental Activities fund balance on the government-side statements of \$7,570,430; an increase in Business-type activities and Enterprise fund balance in the amount of \$2,027,232; an increase in General Fund fund balance of \$629,202, and an increase in Nonmajor Governmental Funds fund balance of \$90,850.<sup>13</sup>

#### **Response**

Historically, the county funded certain capital project start-up costs from the General Fund. While performing final reconciliations with the respective funders, it was determined that the reimbursement to the General Fund had not occurred. The County has discontinued the practice of recording initial capital project expenditures in the General Fund and is properly establishing projects from the beginning in a capital projects fund. The largest prior period adjustment relates to a project that is being closed in Fiscal Year 23 and future adjustments are not expected. Additionally, regular grant reconciliations with the general ledger will be conducted to ensure that all funds are properly accounted for in the respective capital project fund.

**Financial Performance Indicator of Concern:** The unit had expenditures that exceeded the legal budget ordinance.

#### **Audit Finding**

For the fiscal year ended June 30, 2023, the following departments' expenditures exceeded amount approved in the budget ordinance and subsequent amendments: Data Processing \$67,742, Sheriff \$148,977, Rescue Squad \$131,841, Debt Service \$92,107. The budget violations in Data Processing and Debt Service were a result of the implementation of GASB 96 where budgeted

## Edgecombe County Response to Fy-23 Audit Findings

### February 5, 2024

amounts were not amended to account for the first-year implementation and reclassification of debt service payments from departmental expenses to debt service for both lease and subscription principal payments. Over expenditures in the Sheriff's department and Rescue Squads related to salaries and benefits exceeding the budget.

#### Response

The County implemented the use of a vacancy allowance in 2023. This practice will be evaluated, and if retained, additional training will be provided to department heads. Budget to actual expenditures will be closely monitored to ensure that actual expenditures do not exceed budget. The County will implement a formal process at the end of the fiscal year to forecast year-end expenditures and make the appropriate budget transfers and amendments prior to June 30 and to address potential budget shortfalls.

**Financial Performance Indicator of Concern:** The unit did not comply with a bond covenant.

#### Audit Finding

The County has pledged future water and sewer customer revenues of Water District No. 4, net of specified operating expenses, to repay \$93,000 and \$410,000 in water and sewer system revenue bonds issued in October 2022. Proceeds from the bonds provided financing for the water and sewer lines for Water and Sewer District No. 4. The bonds are payable solely from water and sewer customer net revenues of the district and are payable through 2062. Annual principal and interest payments on the bonds are expected to require less than 25% of net revenues. The total principal and interest remaining to be paid on the bonds is \$503,000. Principal and interest paid for the current year and total customer net revenues were \$6,346 and \$84,769, respectively.

#### Response

The County increased Water & Sewer rates in Fiscal Year 2024. The increased revenue should improve the coverage ratio with respect to General Obligation and Installment Financing. Per the Bond Covenant, should the County not meet the rate covenant, the County must engage an independent engineer or engineering firm consultants experienced in matters relating to water and wastewater revenue bonds Consultants to make their recommendations regarding revision of the service charges and improvements in the operation of our services rendered by the System, and copies of such request and the recommendations of the Consultants shall be shared with the Bondholder.

**Financial Performance Indicator of Concern:** The County was delinquent in making a debt service payment due on October 1, 2022.

#### Audit Finding

The payment was made on October 14, 2022 in the amount of \$26,350. This late payment should have been disclosed on the EMMA portal within 10 days, but the County was not aware of this requirement, so it wasn't filed until January 31, 2023 with the annual disclosure submission.



# Edgecombe Conty Response to Fy-23 Audit Findings

## February 5, 2024

### Response

The County is now aware of the requirement and timeline for disclosing delinquent debt payments on the EMMA portal. The County has implemented procedures including the CFO monitoring the debt payment schedule, creating calendar alerts, and setting up as many payments as possible for automated draft to ensure that all debt payments are made timely, thereby eliminating the need for such disclosure.

Respectfully submitted,

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Leonard Wiggins, Chairman

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Evelyn Powell, Commissioner

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Viola Harris, Vice-Chair

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George Thorne, Commissioner

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Rev. E. Wayne Hines, Commissioner

---

Donald Boswell, Commissioner

---

Ralph Webb, Commissioner

---

Eric Evans, County Manager

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Linda J. Barfield, CFO

# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 2/1/24  
**Re:** Approval of Hunting Lease Agreements

---



As you will recall, you approved the lease of two separate, county-owned tracts last year for hunting rights. Those were one-year lease agreements. Therefore, we published a request for bids for leasing these tracts again, this time for a three-year lease.

We received two bids for the 161.22 acres adjacent to the landfill, and one bid for the 302.62 acres at Kingsboro, just north of Corning.

I recommend your approval of a lease agreement with New Hope Hunting Club for the landfill tract at \$21 per acre, and a lease agreement with Mr. Billy Wooten for the Kingsboro tract at \$31 per acre.

**Edgecombe County - Hunting Leases  
Bid Opening Sheet**

**Kingsboro Industrial Park: 302.62**

**Bid Opening Date**

1/26/2024

Bidder	Bid	Verified
Billy Wooten	4311A00 49381.22	

Eric Egan

County Representative

1/26/24

Date

Norah W. Bess

Witness

1/26/2024

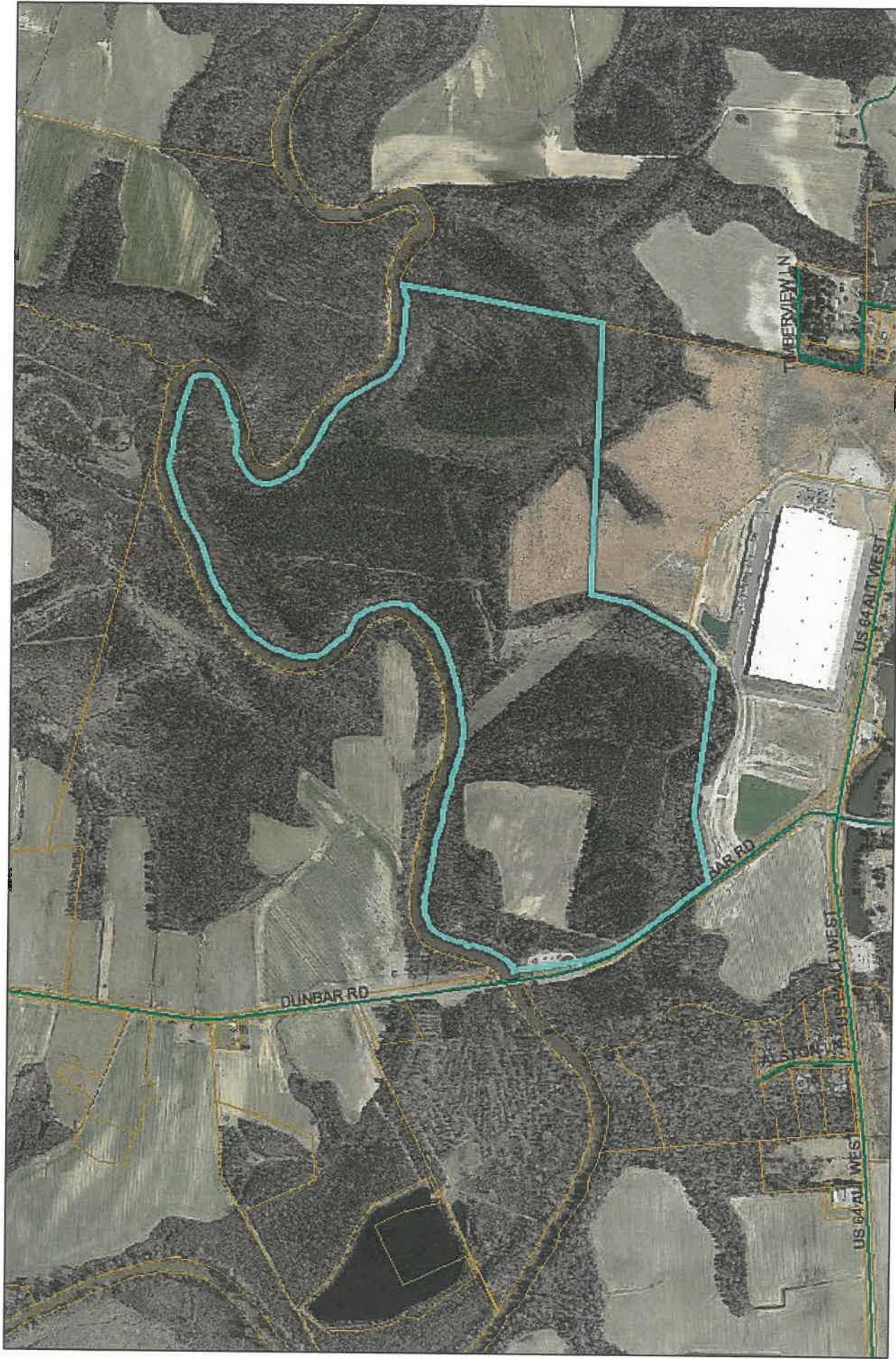
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_

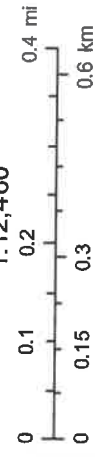




February 2, 2024

Edgecombe County

1:12,460



**Edgecombe County - Hunting Leases  
Bid Opening Sheet**

**Landfill 161.22 Acres**

**Bid Opening Date**

1/26/2024

Bidder	Bid	Verified
Keith Johnson	\$15.05/ACU / <del>\$2420.36</del>	
New Hope Hunting Club	\$21/ACU \$3385.62	

Eli Zwa

County Representative

1/26/24  
Date

Nathan W. Bess

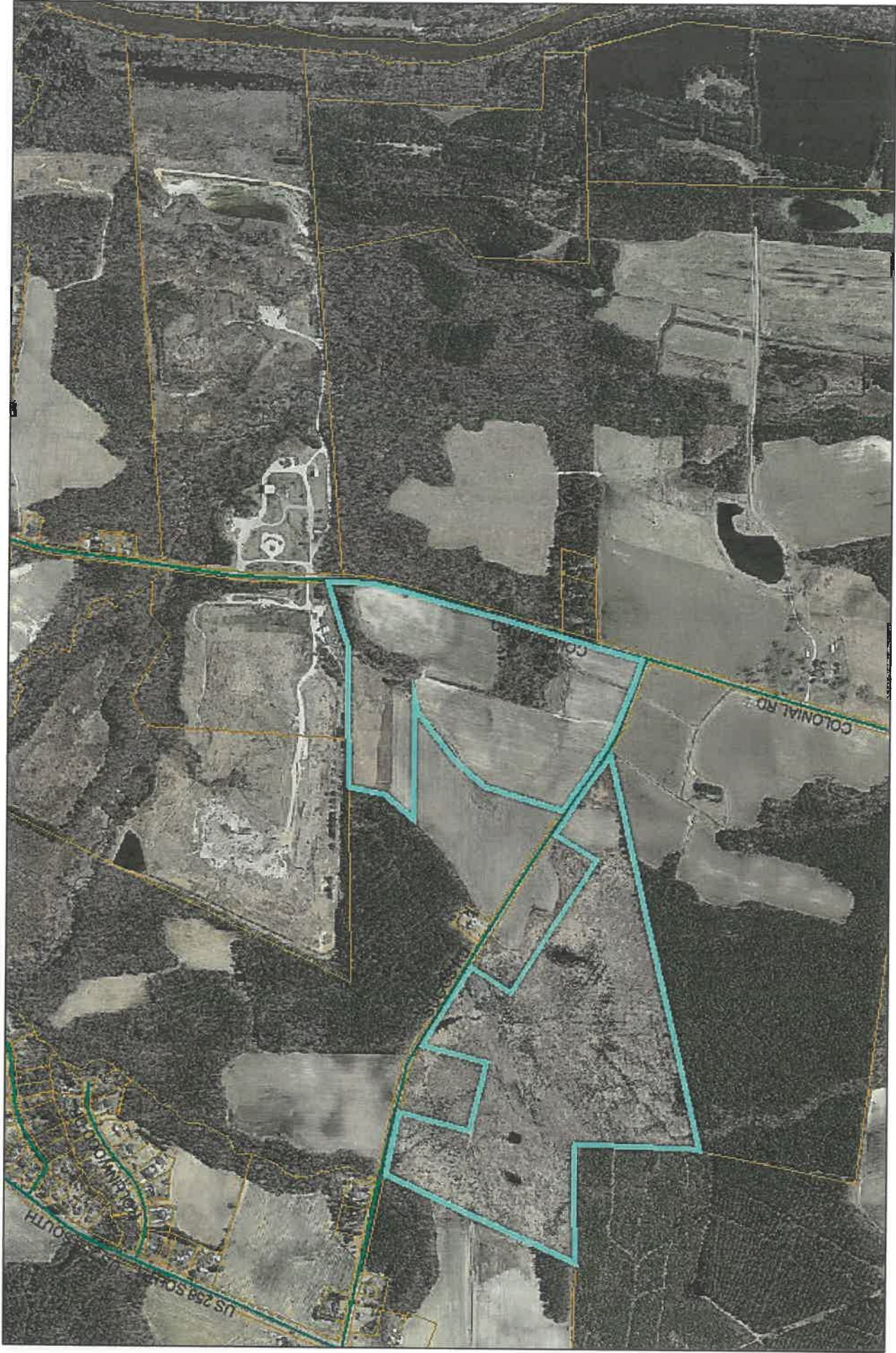
Witness

1/26/2024  
Date

Witness

Date





February 2, 2024

1:12,460



Edgecombe County

NORTH CAROLINA

HUNTING LEASE

EDGECOMBE COUNTY

THIS HUNTING LEASE ("Lease"), made and entered into this February 5, 2024, by and between Edgecombe County, a political subdivision of the State of North Carolina ("Lessor"), and William B. Wooten ("Lessee");

**WITNESSETH:**

WHEREAS, Lessee desires to lease from Lessor certain real property in Edgecombe County, North Carolina for the purposes to having a place to hunt; and

WHEREAS, Lessor has agreed, through its Board of County Commissioners at its regular meeting on February 5, 2024, pursuant to G.S. 153A-176 and 160A-272 to lease to Lessee, for such use and enjoyment, certain real property in Edgecombe County, North Carolina upon the terms herein set out;

NOW THEREFORE, for and in consideration of the rents hereinafter set out and subject to the terms and conditions and the mutual promises hereinafter set out, Lessor does lease and let to Lessee and Lessee does hereby lease and let from Lessor certain real property described herein upon the following terms and conditions:

1. Leased Property: The real property subject to this Lease consists of the following, but subject to all leases for agricultural use and silvicultural activities and sales:

Being the property identified as Edgecombe County Tax PIN Nos. 3799-88-3404-00 and 4800-20-0590-00 and being further identified as Tracts 3 and 4 on map recorded in Plat Cabinet 12, Slides 196 and 197, which property is a portion of the property obtained by Lessor by deed dated August 22, 2018 and recorded in Book 1683, Page 460, Edgecombe County Registry (the "Leased Property").

2. Term: The term of this Lease shall be for the period beginning October 1, 2024 and terminating January 31, 2028, unless sooner terminated as herein provided.

3. Rent: The rent to be paid for the above stated term of the Lease shall be the sum of \$9,381.22 (\$31/acre) per year, which shall be paid annually by Lessee to Lessor on October 1, 2024, October 1, 2025, and October 1, 2026.

4. Use of Leased Property by Lessee: Subject to the specific limitations herein set out, Lessee shall have the exclusive right to hunt on the areas of the Lease Property. To facilitate the enjoyment of the Leased Property for said purposes herein set out, Lessee shall have the right of ingress and egress over and across all clearly existing roads and paths. Lessee shall have the non-exclusive right to use Lessor's 15' access easement along the eastern property line of the property owned by Corning Incorporated and identified as Edgecombe County Tax PIN No. 4709-

28-1446-00 as designated and shown as "15' ACCESS EASEMENT" on Sheet 1 of 2 of the map on record in Plat Cabinet 12, Slides 196 and 197, Edgecombe County Registry. Lessee may not use the Leased Property for any other purpose and other rights to the use, enjoyment, or occupancy of said premises are reserved for Lessor.

a. Less may exercise these rights through his guests and invitees, provided any violation of these terms and conditions by any guest or invitee shall be deemed a violation by Lessee.

b. Except for Lessee's guests and invitees, Lessee shall not sublet the premises or any rights therein and Lessee shall be in direct supervision of all hunting activities.

c. No trapping is permitted on the Leased Property.

d. Deer stands shall be placed at least 50 feet from any property boundary line and there shall be no shooting across any property boundary line.

e. Lessee shall have access to the Leased Property for the purpose of preparing for hunting and placing deer stands upon and after the execution of this Lease.

5. Duties and Obligations of Lessee: In exercise of the hunting rights herein granted, Lessee shall have the following duties and obligations:

a. Lessee shall at all times during the term of this Lease and while Lessee shall be on the Leased Property prior to the term of the Lease maintain liability insurance with coverage not less than \$1,000,000.00 for Lessor and his agents, and in amount and under terms and conditions acceptable to Lessor. Evidence of said insurance policy shall be delivered to lessor at the time the rent is paid. In the event that any such policy of insurance tendered to Lessor is rejected by Lessor in its sole discretion, all rent tendered shall be returned to Lessee. There shall be no lease agreement of any nature between the parties unless and until a policy of insurance, satisfactory to Lessor in its sole discretion, is delivered to Lessor and maintained in full force and effect continuously during the term of this Lease.

b. Lessee shall cause to be posted signs or painted markings representing that the real property is "Posted No Trespassing" and such signs or markings shall be placed at conspicuous places on the Leased Property in accord with applicable laws and regulations.

c. Lessee shall at all times during the term of this Lease attempt to keep unauthorized persons from hunting on the Leased Property. Lessee shall have the right to prosecute games violators and trespassers.

d. Lessee shall, continuously and at all times during the term of this Lease, maintain for inspection by Lessor a list of names and addresses of any and all guests and invitees of Lessee.



e. Lessee shall at its sole expense provide routine maintenance of the existing farm roads and paths, and shall maintain the same in as good of a condition as they are at the inception of this Lease, and shall keep them passable at all times during the term of this Lease.

f. If any of the roads or bridges on the Leased Property are damaged in any manner by Lessee, any of its guests or invitees, such damage will be repaired as soon as possible by Lessee and in such a manner so as not to block or obstruct the roads or bridges or in any way prevent their use by vehicles or trailers.

g. All farm roads that are kept closed when not in use by authorized person by gates, cables, or chains will be kept closed and locked by Lessee, his guests, and invitees when not in actual use. Lessee will be permitted to put gates or flagged cables or chains across paths or farm roads only with the express written consent of Lessor and only if keys are provided to Lessor and the tenant who is farming the cleared portions of the Leased Property. Lessor reserves the right to have Lessee remove any such gates or flagged cables or chains at any time after permission to install them has been granted.

h. Lessee shall observe all boundary lines with adjoining property owners and shall hold Lessor harmless from any claims for encroachments or trespass arising out of its hunting activities.

i. Lessee shall during the term of this Lease maintain the wooded areas of the Leased Property in a clean condition and, as near as is possible, in its natural state.

j. Lessee shall be responsible to Lessor for any damage to the real property, crops, timber, structures, livestock, or equipment situated on the Leased Property caused by Lessee, its guests, or invitees.

k. Lessee shall indemnify and hold harmless Lessor, its successors, and assigns, from any loss, costs, claims, damages, and expenses of any nature, including costs of defense, resulting from any accident or claim arising out of the use of the real property subject to this Lease by Lessee, his guests, or invitees.

l. Lessee, his guests and invitees shall not interfere with any agricultural or silvicultural operations being conducted on the Leased Property and shall not damage or destroy any growing or harvested crops or trees on the Leased Property. Further, Lessee, his guests, and invitees shall cooperate with any tenant farming the cleared portions of the Leased Property at all times. If any dispute arises between Lessee or any of his guests or invitees and any tenant farming the cleared portion of the Leased Property, Lessor will be notified of the dispute and the parties to this Lease will discuss the difficulty and attempt to resolve the same to the satisfaction of all parties.

m. Upon termination of this Lease, Lessee shall remove all of his personal property and that of his guests and invitees from the Leased Property, except Lessee's deer stands may remain if Lessor and Lessee agree to a renewal of this Lease.

6. All hunting under this Lease shall be subject to the following conditions:

a. All hunting shall be in complete compliance with all applicable local, state, and federal wildlife and game laws and regulations.

b. Only aluminum nails are to be used in nailing "Posted" signs to any tree. No nails shall be used to secure stands to any trees.

c. No high-powered rifle shall be fired on the level while hunting. All hunting with rifles shall be from tree stands and any shots fired will be fired towards the ground.

d. There will be no dog hunting.

e. No vehicle shall be permitted within the wooded areas or within wetlands except on existing roads or paths, provided the roads or paths are not damaged by said vehicles. Vehicles may be used in posting the property lines and retrieving large game using existing roads and paths.

f. No hunter shall hunt while drinking intoxicating beverages or while intoxicated or within eight hours of consuming any intoxicating beverage.

g. No cans, bottles, or other trash shall be thrown or left on or in the fields, streams, ponds, woodlands on the Leased Property.

h. Any cables used as barriers shall be flagged or easy visibility.

i. All game killed shall be picked up and completely removed from the Leased Property. No deer will be field dressed on the Leased Property.

7. Lessee shall not sublease or assign its rights hereunder to any other person or entity saving his guests or invitees. Lessee shall not permit fee hunting to any person or entity who or which are not guests or invitees of Lessee.

8. Neither Lessee, his guests, or invitees shall have any right or privilege not herein specifically granted and it is specifically understood and agreed that the rights and privileges herein granted are for hunting and related activities and shall not be construed as to imply or grant any other rights or privileges for any other use of the Leased Property.

9. Any violation or breach of any of the terms and conditions of this Lease imposed upon Lessee, his guests, or invitees in paragraphs 3, 4, and 5 hereunder shall constitute just cause for the immediate termination or cancellation of this Lease and of all rights and privileges herein granted, unless satisfactorily corrected with 20 days of the notification to the County Manager of such violation or breach.

10. Any violation or breach of any of the terms and conditions of this Lease imposed upon Lessee, his guests, and invitees in paragraphs 6 and 7 hereunder shall constitute just cause for immediate termination or cancellation of this Lease and of all rights and privileges herein granted.

11. In the event this Lease is canceled or terminated by Lessor for any reason other than violation or breach of the obligations hereunder by Lessee, his guests, or invitees, Lessor shall refund the rent on a pro-rata basis based on the number of days remaining in the deer hunting season compared to the total days in the deer hunting season. The Parties understand that Lessor may sell all or part of the Lease Property and upon such sale, elect to cancel or terminate this Lease under this provision.

12. No forbearance or delay by Lessor shall be construed to be a waiver of any right hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed as of the day and year first above written.

**LESSOR**

**EDGECOMBE COUNTY**

By: \_\_\_\_\_ (SEAL)  
Eric Evans, County Manager

**LESSEE**

\_\_\_\_\_ (SEAL)  
Billy Wooten

NORTH CAROLINA

HUNTING LEASE

EDGECOMBE COUNTY

THIS HUNTING LEASE ("Lease"), made and entered into February 5, 2024, by and between Edgecombe County, a political subdivision of the State of North Carolina ("Lessor"), and New Hope Hunting Club ("Lessee");

**WITNESSETH:**

WHEREAS, Lessee desires to lease from Lessor certain real property in Edgecombe County, North Carolina for the purposes of having a place to hunt; and

WHEREAS, Lessor has agreed, through its Board of County Commissioners at its regular meeting on February 5, 2024, pursuant to G.S. 153A-176 and 160A-272 to lease to Lessee, for such use and enjoyment, certain real property in Edgecombe County, North Carolina upon the terms herein set out;

NOW THEREFORE, for and in consideration of the rents hereinafter set out and subject to the terms and conditions and the mutual promises hereinafter set out, Lessor does lease and let to Lessee and Lessee does hereby lease and let from Lessor certain real property described herein upon the following terms and conditions:

1. Leased Property: The real property subject to this Lease consists of the following tracts, but subject to any leases for agricultural use and silvicultural activities and sales that may be in effect (the "Leased Property"):

a. Being approximately 161.22 acres identified as Edgecombe County Tax PIN 4725-25-2358-00, which was obtained by Lessor in Deed Book 1544, Page 1004, Edgecombe Public Registry.

2. Term: The term of this Lease shall be for the period beginning October 1, 2024 and terminating January 31, 2028, unless sooner terminated as herein provided.

3. Rent: The rent to be paid for the above stated term of the Lease shall be the sum of \$3,385.62 (\$20 per acre) per year, which amount shall be paid annually by Lessee to Lessor on October 1, 2024, October 1 2025, and October 1, 2026.

4. Use of Leased Property by Lessee: Subject to the specific limitations herein set out, Lessee shall have the exclusive right to hunt on the areas of the Lease Property. To facilitate the enjoyment of the Leased Property for said purposes herein set out, Lessee shall have the right of ingress and egress over and across all clearly existing roads and paths. Lessee may not use the Leased Property for any other purpose and other rights to the use, enjoyment, or occupancy of said premises are reserved for Lessor.

a. Lessee may exercise these rights through his guests and invitees, provided any violation of these terms and conditions by any guest or invitee shall be deemed a violation by Lessee.

b. Except for Lessee's guests and invitees, Lessee shall not sublet the premises or any rights therein and Lessee shall be in direct supervision of all hunting activities.

c. No trapping is permitted on the Leased Property.

d. Deer stands shall be placed at least 50 feet from any property boundary line and there shall be no shooting across any property boundary line.

e. Lessee shall have access to the Leased Property for the purpose of preparing for hunting and placing deer stands upon and after the execution of this Lease.

5. Duties and Obligations of Lessee: In exercise of the hunting rights herein granted, Lessee shall have the following duties and obligations:

a. Lessee shall at all times during the term of this Lease and while Lessee shall be on the Leased Property prior to the term of the Lease maintain liability insurance with coverage not less than \$1,000,000.00 for Lessor and his agents, and in amount and under terms and conditions acceptable to Lessor. Evidence of said insurance policy shall be delivered to lessor at the time the rent is paid. In the event that any such policy of insurance tendered to Lessor is rejected by Lessor in its sole discretion, all rent tendered shall be returned to Lessee. There shall be no lease agreement of any nature between the parties unless and until a policy of insurance, satisfactory to Lessor in its sole discretion, is delivered to Lessor and maintained in full force and effect continuously during the term of this Lease.

b. Lessee shall cause to be posted signs or painted markings representing that the real property is "Posted No Trespassing" and such signs or markings shall be placed at conspicuous places on the Leased Property in accord with applicable laws and regulations.

c. Lessee shall at all times during the term of this Lease attempt to keep unauthorized persons from hunting on the Leased Property. Lessee shall have the right to prosecute games violators and trespassers.

d. Lessee shall, continuously and at all times during the term of this Lease, maintain for inspection by Lessor a list of names and addresses of any and all guests and invitees of Lessee.

e. Lessee shall at its sole expense provide routine maintenance of the existing farm roads and paths, and shall maintain the same in as good of a condition as they are at the inception of this Lease, and shall keep them passable at all times during the term of this Lease.

f. If any of the roads or bridges on the Leased Property are damaged in any manner by Lessee, any of its guests or invitees, such damage will be repaired as soon as possible by Lessee and in such a manner so as not to block or obstruct the roads or bridges or in any way prevent their use by vehicles or trailers.

g. All farm roads that are kept closed when not in use by authorized person by gates, cables, or chains will be kept closed and locked by Lessee, his guests, and invitees when not in actual use. Lessee will be permitted to put gates or flagged cables or chains across paths or farm roads only with the express written consent of Lessor and only if keys are provided to Lessor and the tenant who is farming the cleared portions of the Leased Property. Lessor reserves the right to have Lessee remove any such gates or flagged cables or chains at any time after permission to install them has been granted.

h. Lessee shall observe all boundary lines with adjoining property owners and shall hold Lessor harmless from any claims for encroachments or trespass arising out of its hunting activities.

i. Lessee shall during the term of this Lease maintain the wooded areas of the Leased Property in a clean condition and, as near as is possible, in its natural state.

j. Lessee shall be responsible to Lessor for any damage to the real property, crops, timber, structures, livestock, or equipment situated on the Leased Property caused by Lessee, its guests, or invitees.

k. Lessee shall indemnify and hold harmless Lessor, its successors, and assigns, from any loss, costs, claims, damages, and expenses of any nature, including costs of defense, resulting from any accident or claim arising out of the use of the real property subject to this Lease by Lessee, his guests, or invitees.

l. Lessee, his guests and invitees shall not interfere with any agricultural or silvicultural operations being conducted on the Leased Property and shall not damage or destroy any growing or harvested crops or trees on the Leased Property. Further, Lessee, his guests, and invitees shall cooperate with any tenant farming the cleared portions of the Leased Property at all times. If any dispute arises between Lessee or any of his guests or invitees and any tenant farming the cleared portion of the Leased Property, Lessor will be notified of the dispute and the parties to this Lease will discuss the difficulty and attempt to resolve the same to the satisfaction of all parties.

m. Upon termination of this Lease, Lessee shall remove all of his personal property and that of his guests and invitees from the Leased Property, except Lessee's deer stands may remain if Lessor and Lessee agree to a renewal of this Lease.

6. All hunting under this Lease shall be subject to the following conditions:

a. All hunting shall be in complete compliance with all applicable local, state, and federal wildlife and game laws and regulations.

b. Only aluminum nails are to be used in nailing "Posted" signs to any tree. No nails shall be used to secure stands to any trees.

c. No high-powered rifle shall be fired on the level while hunting. All hunting with rifles shall be from tree stands and any shots fired will be fired towards the ground.

d. There will be no dog hunting.

e. No vehicle shall be permitted within the wooded areas or within wetlands except on existing roads or paths, provided the roads or paths are not damaged by said vehicles. Vehicles may be used in posting the property lines and retrieving large game using existing roads and paths.

f. No hunter shall hunt while drinking intoxicating beverages or while intoxicated or within eight hours of consuming any intoxicating beverage.

g. No cans, bottles, or other trash shall be thrown or left on or in the fields, streams, ponds, woodlands on the Leased Property.

h. Any cables used as barriers shall be flagged or easy visibility.

i. All game killed shall be picked up and completely removed from the Leased Property. No deer will be field dressed on the Leased Property.

7. Lessee shall not sublease or assign its rights hereunder to any other person or entity saving his guests or invitees. Lessee shall not permit fee hunting to any person or entity who or which are not guests or invitees of Lessee.

8. Neither Lessee, his guests, or invitees shall have any right or privilege not herein specifically granted and it is specifically understood and agreed that the rights and privileges herein granted are for hunting and related activities and shall not be construed as to imply or grant any other rights or privileges for any other use of the Leased Property.

9. Any violation or breach of any of the terms and conditions of this Lease imposed upon Lessee, his guests, or invitees in paragraphs 3, 4, and 5 hereunder shall constitute just cause for the immediate termination or cancellation of this Lease and of all rights and privileges herein granted, unless satisfactorily corrected with 20 days of the notification to the County Manager of such violation or breach.

10. Any violation or breach of any of the terms and conditions of this Lease imposed upon Lessee, his guests, and invitees in paragraphs 6 and 7 hereunder shall constitute just cause for immediate termination or cancellation of this Lease and of all rights and privileges herein granted.

11. In the event this Lease is canceled or terminated by Lessor for any reason other than violation or breach of the obligations hereunder by Lessee, his guests, or invitees, Lessor shall refund the rent on a pro-rata basis based on the number of days remaining in the deer hunting season compared to the total days in the deer hunting season. The Parties understand that Lessor may sell all or part of the Lease Property and upon such sale, elect to cancel or terminate this Lease under this provision.

12. No forbearance or delay by Lessor shall be construed to be a waiver of any right hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed as of the day and year first above written.

**LESSOR**

**EDGECOMBE COUNTY**

By: \_\_\_\_\_ (SEAL)  
Eric Evans, County Manager

**LESSEE**

**NEW HOPE HUNTING CLUB**

By: \_\_\_\_\_ (SEAL)  
Bruce Edwards, President



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 2/1/24  
**Re:** Personnel Policy Amendments



There are three relatively minor changes to our Personnel Policy that I present for your consideration. They are as follows:

- (p. 36) You previously approved a resolution that added Juneteenth as a paid holiday. However, we didn't update that in our personnel policy.
- (p. 37) The number of hours for vacation leave accrual for 1-5 years of service should be 9.0 to be consistent with the total hours and days per year.
- (p. 64) We previously revised our policy such that an employee out on Workers' Compensation may not use sick or vacation leave to cover the pay difference (WC only pays 2/3's of the salary). The purpose of the change is that allowing use of leave to make up the difference often increases the take-home pay since Worker's Comp is not subject to all the same payroll taxes. This creates a disincentive for returning to work, and not allowing this is a common practice. Here on page 64 is a section that should have been removed at that time but was missed.

I recommend your approval of the changes to our Personnel Policy as presented.

An employee may retire upon eligibility and application for retirement benefits from the North Carolina Local Government Employees Retirement System or Law Enforcement Officers Retirement System. An employee considering retirement should contact the Human Resources Office to discuss the steps and required forms.

#### **Section 4. Reduction of Work Force**

The County Manager shall have the authority to lay-off any employee when such action becomes necessary as determine at the sole discretion of the County. Reasons for a reduction of work force may include, but are not limited to:

- a. Reorganization, elimination of position, or other changes in duties;
- b. Shortage of funds or work.

In instances where there is more than one employee in a position, reduction of force shall be decided by job relevant qualifications, job performance, and length of service. No regular employee will be separated while there are temporary, probationary, or trainee employees serving in the same position classification in the County, unless the regular employee is not willing to transfer to the position held by the temporary or probationary employee, or the regular employee does not have the knowledge, skills, abilities or required licenses, certificates, and registrations required to perform the work of the position classification, or cannot obtain within a reasonable period of time as determined by the Department Head.

Employees who are separated from the County because of a reduction of work force shall be given a minimum of two (2) weeks' notice.

#### **Section 5. Termination**

An involuntary separation for cause in accordance with Article XI Disciplinary Action. Probationary employees may be terminated without cause.

#### **Section 6. Continuation of Insurance Benefits Upon Separation**

Federal COBRA law provides that employees who have separated from County service may continue on the County's group health and life insurance for a period of time. Pursuant to applicable state or federal law requirements, changes in family status, eligibility for Medicare or death of a spouse may warrant continuing coverage. Premiums for continuing coverage must be paid in full by the separated employee, their spouse or dependents or coverage will lapse.

### **ARTICLE VIII. LEAVE BENEFITS**

#### **Section 1. Holidays**

The following holidays are observed by the County:

New Year's Day  
Martin Luther King Day  
Good Friday

January 1  
Third Monday in January  
Friday before Easter

Memorial Day  
 Juneteenth  
 Independence Day  
 Labor Day  
 Veterans' Day  
 Thanksgiving Day  
 Day after Thanksgiving  
 Christmas Day

Last Monday in May  
 June 19<sup>th</sup> (Friday when it falls on a weekend)  
 July 4  
 First Monday in September  
 November 11  
 Fourth Thursday in November  
 Friday after Thanksgiving  
 December 25 (Leave is in accordance with the following schedule)

**When Christmas Falls On**

Sunday  
 Monday  
 Tuesday  
 Wednesday  
 Thursday  
 Friday  
 Saturday

**County Observes**

Friday, Monday and Tuesday  
 Monday, Tuesday and Wednesday  
 Monday, Tuesday and Wednesday  
 Tuesday, Wednesday and Thursday  
 Wednesday, Thursday and Friday  
 Thursday, Friday and Monday  
 Friday, Monday and Tuesday

- a. Regular full-time employees shall receive these holidays with pay, providing the employee is on active pay status the day before and the day after the holiday. Permanent part-time employees will receive holiday pay if the employee would normally be scheduled to work on the holiday and will receive credit for the hours that the employee would be scheduled to work.
- b. If a holiday falls on a Saturday or Sunday, either the preceding Friday or the following Monday will be observed as the holiday, as determined by the County Board of Commissioners and the County Manager.
- c. When a holiday falls during an employee's vacation or sick leave, the employee will not be charged with vacation or sick leave, the hours will be charged against holiday leave.
- d. Employees required to work on a recognized holiday may be granted compensatory time off or be paid at their regular hourly rate on an hour for hour basis for all hours worked (computed to the nearest one-quarter (1/4) hour) on the holiday in addition to the holiday pay for which they are entitled (7.5 hours for general government employees and 8 hours for sworn law enforcement employees). Compensatory time shall be granted whenever feasible and must be taken within three (3) months from the time it is earned. The County may choose to pay for hours worked in lieu of compensatory time.

**Section 2. Vacation Leave**

- a. Paid vacation leave is provided to regular full-time employees and eligible part-time employees. Eligible part-time employees will earn vacation leave on a pro-rata basis, based on hours worked. Temporary and seasonal employees are not eligible for vacation benefits. Probationary employees shall accumulate vacation leave during the probationary period and may use leave as it is earned.
- b. For the purpose of earning and accruing vacation leave, the 12-month calendar period between January 1 and December 31 is established as the leave year.
- c. Vacation leave shall be accrued base on years of continuous full-time service:

General Government Employees

Hours Earned

Hours Earned

Days Earned

<u>Years of Service</u>	<u>Per Month</u>	<u>Per Year</u>	<u>Per Year</u>
Less than 1 year	5.0	60	7.5
1 years to 5 years	<del>9.10</del> 9.0	108	13.5
5 years to 10 years	11.0	132	16.5
10 years to 15 years	13.0	156	19.5
15 years to 20 years	15.0	180	22.5
20 years or more	16.67	200	25.0

Sworn Law Enforcement Employees

<u>Years of Service</u>	<u>Hours Earned Per Month</u>	<u>Hours Earned Per Year</u>	<u>Days Earned Per Year</u>
Less than 1 year	5.33	64.0	8.0
1 years to 5 years	9.67	116.0	14.5
5 years to 10 years	12.0	144.0	18.0
10 years to 15 years	14.0	168.0	21.0
15 years to 20 years	16.0	192.0	24.0
20 years or more	18.0	216.0	27.0

Each employee is responsible for keeping up with their accumulated leave and are not to request the use of leave they have not accrued. Also, before a supervisor approve the use of leave, he/she must verify that the leave is available to take. If leave is taken that does not qualify for sick leave per Section 3, and there is no other leave available to use, then the time taken will be considered leave without pay.

- d. Vacation leave may be taken as earned by regular employees subject to the approval of the supervisor. Each department is responsible for scheduling employee vacation leave without undue disruption of department operations. Leave requests shall be submitted as early as possible, or at the direction of the Department Head.
- e. General government employees may accumulate unlimited vacation leave throughout the calendar year. Employees may carry over up to a maximum of 30 days. Vacation leave in excess of 30 days shall be transferred to the employee's sick leave bank on December 31 of each calendar year.
- f. Sworn law enforcement employees may accumulate unlimited vacation leave throughout the calendar year. Employees may carry over up to a maximum of 45 days. Vacation leave in excess of 45 days shall be transferred to the employee's sick leave bank on December 31 of each calendar year.
- g. Vacation leave may be taken in increments of fifteen (15) minutes.
- h. Employees have completed the probationary period and are in good standing who resign from the County after submitting the required notice shall be compensated for earned, unused vacation leave up to a maximum of 30 days. Proper notice means the employee has given written notice of separation at least two (2) weeks in advance of the separation date for all personnel with the exception of Department Heads. Department Heads are required to give at least three-weeks' notice in advance of the anticipated resignation date. An employee who is involuntarily separated without fault shall be paid for all accrued vacation leave not to exceed a maximum of 30 days for general government employees and 45 days for sworn law

- In injury/accident immediately upon receipt of employee notification; and;
- An employee's return to work or change in work status.
- Completion of Required Reports
  - The Department Head shall review the incident report to ensure that it is complete. The Department Head shall assist the employee when necessary to complete all required information. In addition, the department director shall complete the report if the seriousness of the injury/ illness precludes the employee from doing so, and shall later, when able, get a written statement from the incapacitated employee.
  - The incident report shall be forwarded to the County Manager's Office within two (2) hours of an incident.
- ~~Amount of Compensation During Incapacity~~  
~~An employee receiving Workers' Compensation salary continuation may use accumulated sick leave in order to maintain his/her regular income. Compensatory leave and then annual leave may be used if the employee's sick leave balance is exhausted. However, in no case shall the total wages received be greater than what the employee's base pay would be if he/she were not incapacitated.~~
- Use of Leave Pending Claim for Workers' Compensation  
 If a Workers' Compensation claim is initially denied by the NCWCC and the claim is subsequently determined to be compensable under the Act, a leave adjustment shall be made to credit the employee's leave balance(s) for the portion of Workers' Compensation awarded.
- Modified Work Assignment
  - The County actively supports a selective return-to-work program. For claims deemed compensable by the Workers' Compensation insurance carrier, every effort shall be made within the employee's department to find a suitable modified work assignment for an employee unable to perform his/her regular duties. Any return to work action taken by the County shall be in accordance with North Carolina compensation laws.
  - The modified work assignment shall be based upon the treating physician's medical evaluation (including information on required medical treatments, recovery prognosis, work restrictions, and time frames). The department director and County Manager shall carefully consider the medical report(s) and the availability of suitable modified duty prior to initiating a modified work assignment.

An injured employee, who refuses any suitable employment, shall not be entitled to any compensation at any time during the continuance of such refusal, unless in the opinion of the NCWCC the refusal was justified.

## **ARTICLE XIV. EMPLOYEE RECORDS**

### **Section 1. Requirements**

- a. Personnel records are necessary for the proper administration of the personnel system and will be maintained by the County Manager or his/her designee. The County shall maintain within personnel records only information that is necessary and relevant to accomplishing legitimate personnel administration needs.
- b. An employee's personnel file consists of any information of any form gathered by the County with respect to that employee. This would include, but would not be limited to, information relating to an employee's application, selection or non-selection for a vacant position, performance, promotions, demotions, transfers,

**APPOINTMENTS:**

A. Parks and Recreation Advisory Board.

Dr. Evelyn Johnson and Mr. Kendrick Ransome are recommended for appointment.

Recommendation:

Appoint Dr. Johnson and Mr. Ransome.

B. Board of Adjustment.

See attachment.

# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *qe*  
**Date:** 2/2/24  
**Re:** Parks and Recreation Advisory Board  
Appointments



The following are recommendations to fill vacancies on our Parks and Recreation Advisory Board.

- Dr. Evelyn Johnson – Edgecombe County Schools representative
- Kendrick Ransome – Non-profit representative

EDGECOMBE COUNTY

APPLICATION FOR CITIZEN BOARDS AND COMMISSIONS

FULL NAME: Dr. Evelyn J. Johnson

ADDRESS: 309 NC 111-122 South  
Tarboro, NC 27886

PHONE: 252 903-7777

I am interested in serving on the following Board/Commission:

Edgecombe County Parks/Recreation Advisory Bd.

Do you live in Edgecombe County? ☒ Yes ☐ No

Male ☐ Female ☒ Race ☐

EMPLOYMENT AND EDUCATION

Employer <u>Retired</u>	Graduate: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Address _____	Major <u>Education</u>
_____	High School <u>G. W. Carver</u>
Phone: _____	College <u>ECU, Nova Southeast</u>
Occupation _____	Graduate School _____
	Other _____

Are you currently serving or have you ever served on a public Board or Commission? ☐

If so, please list below.

Board Edgecombe County Bd. of Dates 3 terms  
Education

Comments: Retired from Edgecombe County Schools after  
38 years of service

Signature: E. J. Johnson

Date: 1-10-24

Please attach a brief resume with information pertinent to appointment and return to: Edgecombe County, Attn: Clerk to the Board  
Post Office Box 10, Tarboro, NC 27886.  
(Questions please call 252-641-7832)



**EDGECOMBE COUNTY**

**APPLICATION FOR CITIZEN BOARDS AND COMMISSIONS**

FULL NAME: Kendrick Ransome

ADDRESS: PO Box 300

Pine tops NC 27864

PHONE: 252-373-3694

I am interested in serving on the following Board/Commission:

Edgecombe County Parks and Rec Advisory

Do you live in Edgecombe County? ☒ Yes ☐ No

Male ☒ Female ☐ Race Blk

**EMPLOYMENT AND EDUCATION**

Employer <u>Golden Organic Farms</u>	Graduate: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Address <u>2839 Bynum Farm</u>	Major <u>N/A</u>
<u>Rd Pine tops NC 27864</u>	High School <u>Southwest Edge</u>
Phone: <u>252-373-3694</u>	College <u>N/A</u>
Occupation <u>FARMER</u>	Graduate School <u>N/A</u>
	Other <u></u>

Are you currently serving or have you ever served on a public Board or Commission? yes

If so, please list below.

Board Pine tops Dates 1/16/24

Comments: Looking forward to change

Signature: [Signature]

Date: 1/16/24

Please attach a brief resume with information pertinent to appointment and return to: Edgecombe County, Attn: Clerk to the Board  
Post Office Box 10, Tarboro, NC 27886.  
(Questions please call 252-641-7832)



## MEMO

**Date:** January 31, 2024

**TO:** Eric Evans, County Manager

**FROM:** Katina Braswell, Planning Director

**SUBJECT:** Board of Adjustment Members Districts Representation

The chart below depicts County Commissioners' election districts in which Board of Adjustment Members represent based upon their residency. The Board consists of five members and two alternates. Districts 4, 5 and 7 have vacancies with one seat needing to be filled.

County Commissioner	Election Districts	Board of Adjustment Member	Term Appointment	Term Expiration
Evelyn Powell	District 1	Eleanor Battle-Sharpe	07/2018	07/2024
Viola Harris	District 2	Billy Trevathan	12/2015	12/2024
Leonard Wiggins	District 3	William Gaines	01/2023	01/2026
George Thorne	District 4			
Ralph Webb	District 5			
Donald Boswell	District 6	Maria El Faysal	07/2018	07/2024
		Cecil Calhoun	06/2022	06/2025
		Bonnie Salmon	06/2022	06/2025
Rev. Wayne Hines	District 7			

**Terms defined** - Members and alternates shall be appointed for three-year staggered terms.

Members may serve up to three successive terms.



**EDGECOMBE COUNTY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**

**FEBRUARY 5, 2024**  
**6:00 P.M.**

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**AGENDA CATEGORY:**

New Business

**SUBJECT:**

Planning, Inspections & E-911 Addressing Department

1) UDO Text Amendment Requests for Approval

**BRIEF SUMMARY:**

The Planning Board voted unanimously to forward the following text amendment requests to the Board of County Commissioners with favorable recommendations:

- **UDOAT3-24 Applicant-CB Daughtridge**
  - The applicant requests the Unified Development Ordinance be amended by reducing minimum lot widths to 80 feet on interior subdivision streets within R-20 and R-30 zoning districts and reducing minimum lot widths to 50 feet on interior subdivision streets in R-10 zoning district (see attached).

**REQUESTED ACTION:**

Call for a public hearing for UDO text amendments.

**SUBMITTED BY:**

Katina Braswell

Planning, Inspections & E-911 Addressing Director

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

None

**ATTACHMENTS**

- ☐ Proposed text amendments
- ☐ Draft minutes of the Planning Board Meeting on January 22, 2024

**APPLICATION FOR A TEXT AMENDMENT  
TO THE UNIFIED DEVELOPMENT ORDINANCE  
County of Edgecombe**



Staff Use Only

Date: 12-5-23

Case No. UDO TB3-24

I (We), the undersigned, do hereby make application to and petition the Edgecombe County Board of Commissioners to amend the text of the Edgecombe County Unified Development Ordinance in accordance with the provisions of Article 2, Section 2.3.24 of the Unified Development Ordinance.

It is requested that Section 32.5A, 3.29C/3.26C the Unified Development Ordinance be amended by Reducing minimum lot width to 80 feet on  
interior subdivisions in Sections 3.2.5C and 3.2.9C  
Also, Reducing minimum lot width to 50 feet on  
interior subdivisions in Section 3.2.6C

Applicant(s): C. B. Daughton, Jr.  
Mailing Address: 4460 Mendonbrook Rd, Rocky Mount, N.C. 27801  
Phone No. 252 903 9889 Email: bigtimegrand@gmail.com  
Signature: C. B. Daughton

Owner(s): Mendonbrook Properties LLC  
Mailing Address: 4460 Mendonbrook Rd, Rocky Mount, N.C. 27801  
Phone No. 252 903 9889 Email: bigtimegrand@gmail.com  
Signature: C. B. Daughton - manager

**Note:** If the request is made by a corporation, the names and addresses of all officers in the corporation must be provided. The applicant or applicant's representative is expected to attend all meetings to answer questions concerning the petition. The absence of the applicant is sufficient grounds to warrant a deferral of action by the Board of Commissioners.

.....

Action Taken By Planning Board: Favorable recommendation Date: 1-22-24  
Action Taken By County Commissioners: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments: \_\_\_\_\_

Revised 5-24-22

**ARTICLE 3. DISTRICTS**  
**3.2. Conventional Zoning Districts**

**Section 3.2.5 C**

**R-20 DIMENSIONAL REQUIREMENTS NOTES (continued):**

[11] Lot widths may be reduced to a minimum of 80 feet when located within a subdivision of four or fewer lots and each lot fronts an interior subdivision street.

[12] Street setbacks are measured inwards from the edge of the right-of-way or the edge of pavement from private streets.

[13] In cases where the State Building Code requires a larger setback, the State Building Code requirements shall control.

[14] May be reduced in accordance with Section 3.1.4.C.4.i, **Prevailing Street Setback**.

[15] May be reduced to 25 feet from an interior subdivision street.

[16] Street setbacks from streets internal to a development may be reduced to five feet when no off-street parking is located on an individual lot. Street setbacks may be reduced to zero when the dwelling abuts a sidewalk.

[17] May be reduced in accordance with Section 3.1.4.C.6, **Zero Lot Line Option**.

[18] May be reduced to 8 feet when abutting an interior subdivision street.

[19] Buildings along the perimeter of a development shall maintain compliance with the perimeter setback requirements.

## Section 3.2.9 C

R-30 DIMENSIONAL REQUIREMENTS (CONTINUED)			
STANDARD		RESIDENTIAL DEVELOPMENT	NON-RESIDENTIAL DEVELOPMENT
<b>Minimum Perimeter Setback (for multi-building development) [10]</b>			
	Assisted & Group Living	40	•
	Conservation Subdivision	40	•
	Pocket Neighborhood	40	•
	Non-Residential Use	•	40
<b>Maximum Building Height (feet)</b>			
	Residential Development	35	•
	Non-Residential Use	•	35
NOTES:			
[1] Development located within the Watershed Protection Overlay (WPO) district shall comply with the applicable overlay district standards for density, lot area, and lot coverage.			
[2] Includes manufactured homes on individual lots.			
[3] May be increased by one additional dwelling unit per acre for voluntary compliance with <b>Section 6.2.3, Single-Family Residential Design Guidelines</b> .			
[4] See <b>Table 4.3.80.C, Pocket Neighborhood Lot Configuration</b> .			
[5] In cases where public water or sewer is not available, the Edgecombe County Health Department may require a larger minimum lot area.			
[6] May be decreased to 17,800 sf per unit for voluntary compliance with <b>Section 6.2.3, Single-Family Residential Design Guidelines</b> .			
[7] Lots bordering principal arterials, minor arterials, and major collectors shall maintain a minimum lot width of 200 linear feet.			
[8] Lot widths may be reduced to a minimum of 80 feet when located within a subdivision of four or fewer lots and each lot fronts an interior subdivision street.			
[9] This standard is applied to the development, not individual lots.			
[10] In cases where the State Building Code requires a larger setback, the State Building Code requirements shall control.			
[11] Street setbacks are measured inwards from the edge of the right-of-way or the edge of pavement from private streets.			
[12] May be reduced in accordance with <b>Section 3.1.4.C.4, Prevailing Street Setback</b> .			
[13] May be reduced to 25 feet from an interior subdivision street.			
[14] Street setbacks from streets internal to a development may be reduced to five feet when no off-street parking is located on an individual lot. Street setbacks may be reduced to zero when the dwelling abuts a sidewalk.			
[15] May be reduced in accordance with <b>Section 3.1.4.C.6, Zero Lot Line Option</b> .			
[16] May be reduced to 8 feet when abutting an interior subdivision street.			

## Section 3.2.6 C

### R-10 DIMENSIONAL REQUIREMENTS NOTES (continued):

[10] Lots bordering principal arterials, minor arterials, and major collectors shall maintain a minimum lot width of 200 linear feet.

[11] Lot widths may be reduced to a minimum of ~~20~~ 50 feet when located within a subdivision ~~of four or fewer lots~~ and each lot fronts an interior subdivision street.

[12] In cases where the State Building Code requires a larger setback, the State Building Code requirements shall control.

[13] Street setbacks are measured inwards from the edge of the right-of-way or the edge of pavement from private streets.

[14] May be reduced in accordance with Section 3.1.4.C.4.i, **Prevailing Street Setback**.

[15] Street setbacks from streets internal to a development may be reduced to five feet when no off-street parking is located on an individual lot. Street setbacks may be reduced to zero when the dwelling abuts a sidewalk.

[16] May be reduced to 25 feet from an interior subdivision street.

[17] May be reduced in accordance with Section 3.1.4.C.6, **Zero Lot Line Option**.

[18] May be reduced to 8 feet when abutting an interior subdivision street.

[19] Buildings along the perimeter of a development shall maintain compliance with the perimeter setback requirements.



# PLANNING & INSPECTIONS

## Planning Board Draft Minutes of the Meeting

Edgecombe County Administrative Building  
Room 260  
January 22, 2024  
6:00 p.m.

**Members Present:** Jonathan Melvin, Michael Brinkley, Edna Parker, Rev. Roy Gray, Ada Barnes-Morgan, John Smith

**Members Absent:** Rueben Thompson IV

**Staff Present:** Katina Braswell, Planning Director; Dervin Spell, Senior Planner

**Public Present:** C.B. Daughtridge

**1. Call to Order/Safety Statement/Prayer**

Chair Melvin called the meeting to order. Mrs. Braswell read the safety statement for all in attendance. Prayer by Vice Chair Barnes-Morgan.

**2. Election of Chair and Vice Chair**

Mr. Smith made a motion that Chair Melvin continue to serve as Chair. Mr. Brinkley seconded the motion which carried unanimously (6-0).

MEMBERS	YES	NO
JONATHAN MELVIN	X	
ADA BARNES-MORGAN	X	
MICHAEL BRINKLEY	X	
EDNA PARKER	X	
JOHN SMITH	X	
ROY GRAY	X	

Mr. Smith made a motion that Vice Chair Barnes-Morgan continue to serve as Vice Chair. Mr. Brinkley seconded the motion which carried unanimously (6-0). Chair Melvin, on behalf of Vice Chair Barnes-Morgan, thanked the Board for the vote of confidence.





## PLANNING & INSPECTIONS

MEMBERS	YES	NO
JONATHAN MELVIN	X	
ADA BARNES-MORGAN	X	
MICHAEL BRINKLEY	X	
EDNA PARKER	X	
JOHN SMITH	X	
ROY GRAY	X	

### 3. Roll Call/ Approval of the minutes

Chair Melvin asked for roll call which confirmed a quorum. Chair Melvin asked for a motion to accept the minutes from the September 18, 2023 meeting. **Mrs. Parker made a motion to approve the minutes from the September 18, 2023 meeting. Mr. Smith seconded the motion which carried unanimously (6-0).**

MEMBERS	YES	NO
JONATHAN MELVIN	X	
ADA BARNES-MORGAN	X	
MICHAEL BRINKLEY	X	
EDNA PARKER	X	
JOHN SMITH	X	
ROY GRAY	X	

Chair Melvin then stated that in reviewing the minutes, he was reminded that in the presentation in the previous meeting that the primary role of the planning board is comprehensive planning for the county, the second most important duty is to review preliminary plats and the third most important thing is to provide recommendations for rezonings. Chair Melvin stated he spoke with planning staff and asked if they could provide copies of the comprehensive plan and that at a later meeting that a presentation explaining the comprehensive plan more can be done.

### 4. UDOTA3-24 Text Amendment

Chair Melvin stated he had to recuse himself from the case due to business dealing with the applicant, Mr. Daughtridge. Vice-Chair Barnes-Morgan introduced the case. Mr. Spell presented the text amendments to the Board. The proposed text amendments include removal of the four lot cap for reduced lot width size on lots



## PLANNING & INSPECTIONS

fronting interior subdivision streets in sections 3.2.5 (C), 3.2.6 (C), and 3.2.9 (C). Also, another amendment for 3.2.6 (C) is the reduction of the lot width for lots fronting an interior subdivision street from 80 feet to 50 feet. Mr. Spell then discussed the decision process for the Planning Board, including the planning board having a consistency statement as a part of their motion to recommend approval or denial of the request. Mr. Spell also discussed the land use plan policies that the board may use for each consistency statement. Mr. Spell stated that the Growth Management policy of Growth and Development Goal as the policy the board may use if they vote that the application is consistent with Edgecombe County adopted policy guidance.

Rev. Gray asked if the change meant that more lots can be developed. Mr. Spell stated that the change would allow for denser development. Mr. Brinkley asked where the 80 feet minimum lot width requirement for interior subdivision roads came from. Mrs. Braswell stated that the requirement was in the previous Unified Development Ordinance. Mrs. Braswell stated the cap of four lots was added into the current ordinance. Mr. Spell stated that the Growth Management policy of Rural could be the policy the board may use if it decided the application is not consistent with Edgecombe County adopted policy guidance.

Rev. Gray asked if there was a picture of the property. Mr. Spell stated that the text amendments are not for specific property, and asked Mr. Daughtridge if he wanted to speak regarding his application. Mr. Daughtridge stated that after he obtained a rezoning last year to develop a subdivision, he realized that the interior road frontage requirement for subdivisions for more than four lots would make developing major subdivisions in the county not financially feasible. Mr. Daughtridge then stated that he was instrumental in the development of 400 homes in Edgecombe County over the last two years.

Mr. Daughtridge also stated that homes that would sell for over \$400,000 in Raleigh could be developed and sold in Edgecombe County for \$230,000. Mr. Daughtridge stated that the 300-400 homes that were developed in the county over two years have helped to replace the tax revenue that was lost when QVC shut down due to the fire. Mr. Daughtridge stated that if the minimum lot width stays at 125 feet for interior subdivision streets, then that would add to the price of the homes to be sold in the County. Mr. Daughtridge also stated the reduction of lot width along interior subdivision streets in the R-10 district to 50 feet would be ideal since lots in this district would be served by water and sewer. Mr. Daughtridge stated for the R-20 and R-30 districts, the 80 feet lot width minimum would be the lowest that the minimum could accommodate which lots in those zoning districts could still accommodate septic tank area and septic repair area, which are determined by the Edgecombe County Environmental Health Division.



## PLANNING & INSPECTIONS

Rev. Gray asked about the width of access easements and will that stay the same. Mrs. Braswell confirmed it will stay the same. Rev. Gray asked that the request is to change the 125 minimum lot width to 80 feet. Mrs. Braswell confirmed this, as well stated that for the R-10 district, the request is to go to a 50 feet minimum lot width. Mr. Smith asked he thought this was already in the ordinance. Mr. Spell responded that the request is to lift the four-lot cap. Mrs. Braswell then added that in the previous ordinance, there was not a cap on the number of lots within a subdivision fronting an interior street that could have a minimum lot width of 80 feet, and that with this amendment, the County will be returning to not having the four-lot cap as it was in the previous ordinance. Vice-Chair Barnes-Morgan asked if this would apply to the whole county, which Mrs. Braswell stated it would.

Rev. Gray asked if the property owner will be paying the same price for a lot that is 80 feet wide as a lot that is 125 feet wide. Mr. Daughtridge explained that the reduction of the lot width minimum would allow him to sell the lot at a lower cost that could attract home developers to build homes at a lower price than they would build in Raleigh or Greenville. Mr. Brinkley stated that he would like to have seen examples of what other counties are allowing for minimum lot widths along interior subdivision roads. Mr. Brinkley then asked that basically with the change, a subdivision that may develop four lots under the current 125 feet minimum lot width requirement, with the amendment, six lots can be development with the 80 feet lot minimum lot width requirement. Mr. Brinkley then asked will people want to live on top of each other? Mr. Smith stated it would be up to the people that want to live on the that street. Mrs. Braswell stated that any decision can't be based on a planning board member's individual preference, but what would be beneficial for the County.

Vice-Chair Barnes-Morgan asked if there was any more discussion. **Mr. Smith made a motion that the application was consistent with the adopted policy guidance from the County and to recommend approval of the amendments. Mrs. Parker seconded the motion. The motion passed unanimously (5-0).**

MEMBERS	YES	NO
ADA BARNES-MORGAN	X	
MICHAEL BRINKLEY	X	
EDNA PARKER	X	
JOHN SMITH	X	
ROY GRAY	X	



## PLANNING & INSPECTIONS

Chair Melvin took over the meeting again and asked if there was any new or old business. Mrs. Braswell stated that staff made copies of chapters 10 and 11 of the comprehensive plan to pass out to the board. Mrs. Braswell also stated that per a request by Chair Melvin, that staff made copies of the previous text amendments to pass out to the board.

Chair Melvin asked that a staff report be included with future text amendment applications that summarizes the request. Mr. Brinkley asked if staff could present a report at the next meeting on what other counties are allowing for minimum lot widths along interior subdivision streets. Chair Melvin also asked to have a meeting to obtain more training regarding the decisions that the board is making, and if staff could present a report on the Board of Commissioners actions on Planning Board recommendations.

### **5. Adjournment**

Rev. Gray made a motion to adjourn the meeting. Mr. Brinkley seconded the motion and the meeting was adjourned.

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Jonathan Melvin, Chair

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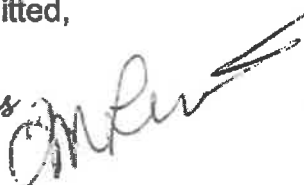
Katina Braswell, Planning Director

SUMMARY OF RELEASES & AFTERLIST FOR THE MONTH OF DECEMBER 2023

<b>Total Annual Releases - 2023 Levy</b>	<b>\$</b>	<b>2,793.21</b>
<b>Total Annual Billing - 2023 Levy</b>	<b>\$</b>	<b>22,171.79</b>

Respectfully submitted,

*Tarasa M Lewis*  
Tax Administrator



# After-List and Release Monthly Summary

## AFTER-LISTS 2023 LEVY

	DECEMBER	Thru Current Month
REAL	\$ 802,887.00	\$ 2,717,644,661.00
PERSONAL	\$ 1,068,298.00	\$ 722,611,214.00
CO. WIDE	\$ 17,776.27	\$ 26,808,184.09
DOG	\$ -	\$ 6,166.00
FIRE DISTRICT	\$ 851.28	\$ 1,275,757.67
SOLID WASTE	\$ 265.00	\$ 1,022,492.14
CONETOE	\$ 388.58	\$ 33,771.81
PINETOPS	\$ -	\$ 287,648.70
MACCLESFIELD	\$ -	\$ 57,619.78
WHITAKERS	\$ -	\$ 79,602.40
PRINCEVILLE	\$ 73.20	\$ 225,673.04
SHARPSBURG	\$ -	\$ 47,201.60
LEGGETT	\$ -	\$ 10,166.87
SPEED	\$ -	\$ 12,378.91
DRAINAGE DIST	\$ -	\$ 36,423.08
PENALTY	\$ 2,817.46	\$ 67,980.55
GARNISHMENT	\$ -	\$ -
ADVERTISEMENT	\$ -	\$ -
GAP	\$ -	\$ 147,813.04
PUBLIC UTILITIES	\$ -	\$ 2,698,907.80
TOTAL	\$ 22,171.78	\$ 32,818,787.49

## RELEASES FOR BACK YEARS

	2022	2021	2020	2019	2018	2017
REAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PERSONAL	\$ 5,920.00	\$ 6,130.00	\$ 6,340.00	\$ 6,800.00	\$ -	\$ -
CO. WIDE	\$ 56.24	\$ 58.24	\$ 60.23	\$ 64.60	\$ -	\$ -
DOG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE DISTRICT	\$ 4.74	\$ 4.90	\$ 3.17	\$ 3.40	\$ -	\$ -
SOLID WASTE	\$ 125.00	\$ 125.00	\$ 100.00	\$ 100.00	\$ -	\$ -
CONETOE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PRINCEVILLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SHARPSBURG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPEED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DRAINAGE DIST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GARNISHMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADVERTISEMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PENALTY	\$ 6.08	\$ 6.31	\$ 6.34	\$ 6.80	\$ -	\$ -
TOTAL	\$ 192.07	\$ 194.45	\$ 169.74	\$ 174.80	\$ -	\$ -

## RELEASES- 2023 LEVY

	DECEMBER	Thru Current Month
REAL	\$ 108,216.00	\$ 2,386,138.00
PERSONAL	\$ 22,736.00	\$ 617,138.00
CO. WIDE	\$ 1,272.36	\$ 28,680.26
DOG	\$ 5.00	\$ 15.00
FIRE DISTRICT	\$ 253.27	\$ 1,264.04
SOLID WASTE	\$ 325.00	\$ 2,600.00
CONETOE	\$ -	\$ -
PINETOPS	\$ -	\$ 776.39
MACCLESFIELD	\$ 707.10	\$ 707.10
WHITAKERS	\$ -	\$ 443.06
PRINCEVILLE	\$ 227.13	\$ 814.21
SHARPSBURG	\$ -	\$ -
LEGGETT	\$ -	\$ -
SPEED	\$ -	\$ -
DRAINAGE DIST	\$ -	\$ -
PENALTY	\$ 3.35	\$ 3,663.76
GARNISHMENT	\$ -	\$ -
ADVERTISEMENT	\$ -	\$ -
TOTAL	\$ 2,793.21	\$ 38,983.82

	2016	2015	2014	2013		
REAL	\$ -	\$ -	\$ -	\$ -		
PERSONAL	\$ -	\$ -	\$ -	\$ -		
CO. WIDE	\$ -	\$ -	\$ -	\$ -		
DOG	\$ -	\$ -	\$ -	\$ -		
FIRE DISTRICT	\$ -	\$ -	\$ -	\$ -		
SOLID WASTE	\$ -	\$ -	\$ -	\$ -		
CONETOE	\$ -	\$ -	\$ -	\$ -		
PRINCEVILLE	\$ -	\$ -	\$ -	\$ -		
SHARPSBURG	\$ -	\$ -	\$ -	\$ -		
SPEED	\$ -	\$ -	\$ -	\$ -		
DRAINAGE DIST	\$ -	\$ -	\$ -	\$ -		
GARNISHMENT	\$ -	\$ -	\$ -	\$ -		
ADVERTISEMENT	\$ -	\$ -	\$ -	\$ -		
PENALTY	\$ -	\$ -	\$ -	\$ -		

## Public Utilities & GAP Monthly Summary

### 2023 LEVY PUBLIC UTILITIES

	Sep-23	Fiscal
Real		
Personal	\$ 444,452,441.00	\$ 444,452,441.00
Co. Wide	\$ 2,500,758.52	\$ 2,500,758.52
Fire Districts	\$ 184,735.20	\$ 184,735.20
Conetoe	\$ 3,549.20	\$ 3,549.20
Princeville	\$ 8,779.00	\$ 8,779.00
Sharpsburg	\$ 3,503.55	\$ 3,503.55
Speed	\$ 610.81	\$ 610.81
Leggett	\$ 165.65	\$ 165.65
Pinetops	\$ 3,423.76	\$ 3,423.76
Macclesfield	\$ 4,076.47	\$ 4,076.47
Whitakers	\$ 10,305.64	\$ 10,305.64
Total	\$ 2,699,907.80	\$ 2,699,907.80

### 2023 LEVY GAPS

	Jul-23	Fiscal
Real		
Personal		\$ -
Co. Wide	\$ 135,739.05	\$ 135,739.05
Fire Districts	\$ 6,364.18	\$ 6,364.18
Conetoe	\$ 416.07	\$ 416.07
Princeville	\$ 2,578.79	\$ 2,578.79
Sharpsburg	\$ 359.51	\$ 359.51
Speed	\$ 36.59	\$ 36.59
Leggett	\$ 4.23	\$ 4.23
Pinetops	\$ 1,511.05	\$ 1,511.05
Macclesfield	\$ 387.45	\$ 387.45
Whitakers	\$ 416.12	\$ 416.12
Total	\$ 147,813.04	\$ 147,813.04



Contracts for February 5, 2024 Commissioners Meeting					
Vendor Name	Contract Amount	Service Description	Dept.		
Johnna Sharpe, LLC	Change Order #1 increasing the contract by \$35,000 to a total contract of \$100,000	Additional work and time needed for work on Compensation Plan and annual audit.	County Manager & Finance		
Contracts Approved by the County Manager – For Information					
None to report this month					

STATE OF NORTH CAROLINA

**Amendment to Consulting Agreement**

COUNTY OF EDGECOMBE

AMENDMENT

This AMENDMENT made and entered into the \_\_\_\_th day of January 2024, by and between the Edgecombe County ("County") and Johnna Sharpe ("Consultant"), collectively, the "Parties."

WITNESSETH

That WHEREAS, the County and Consultant have an existing Consulting Agreement specifying services, terms and conditions under which the Consultant provides specified services outlined in Exhibit A of the Agreement; and,

WHEREAS, said contract, commencing on July 1, 2023, was officially signed by both parties in July 2023, and,

WHEREAS, Exhibit A – FY24 Scope of Services ("Exhibit A") details the anticipated projects and the compensation of said Agreement; and,

WHEREAS, Section III.B of Exhibit A specified an estimated total contract amount of not to exceed \$65,000 based on the Consultant working an average of 40 hours per month to support County staff on projects; and,

WHEREAS, the level of effort required to implement the New Pay and Classification system and properly configure the changes in MUNIS ERP far exceeded the original estimate due to issues with the existing configuration, data integrity, and staffing capacity requiring Consultant to work more than 40 hours per month on average; and,

WHEREAS, the December billing amount caused the cumulative billings under the contract to exceed \$65,000; and,

WHEREAS, the County desires the Consultant to complete the new MUNIS HRM configuration, to improve the efficiency and accuracy of processing personnel actions and to continue to technical expertise to the Chief Financial Officer, including work necessary to support successful completion of the fiscal year 2024 audit and other projects to enhance the effectiveness of finance operations.

NOW, THEREFORE, in consideration of the mutual covenant contained herein, the Parties agree as follows:

1. Amend Section III of Exhibit A to increase the not to exceed amount of the contract to \$100,000 anticipating the following hours beginning in January until June 30, 2024:
  - a. Up to 60 hours to complete the MUNIS HRM configuration (\$7,500);
  - b. Up to 40 hours to complete the multi-year fund budget reconciliations (\$5,000);
  - c. Up to an average of 8 hours per week (February through June) on other projects identified by the County Manager or Chief Financial Officer (\$20,000).

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by both parties this amendment in three (3) copies, each of which shall be deemed to be an original, on the

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by both parties this amendment in three (3) copies, each of which shall be deemed to be an original, on the day and year first above written.

THE COUNTY OF EDGECOMBE

CONSULTANT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Leonard Wiggins, Chairman

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Johnna Sharpe, Consultant

**Pre-Audit Certificate**

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Linda Barfield

Edgecombe County Finance Officer

General Ledger Account: \_\_\_\_\_

Maximum Amount to be Paid: \$ \_\_\_\_\_

# **EDGECOMBE WATER AND SEWER DEPARTMENT CONSTRUCTION AND MAINTENANCE REPORT**

## **District 1**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 2**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 3**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 4**

Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 5**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 6 – Princeville**

Everything is running according to standards. Staff is performing routine maintenance on the system. Contractors caused a couple of main line breaks that were repaired in 3-4 hours after breaks.

Edgcombe County Water & Sewer Monthly Water & Sewer Usage

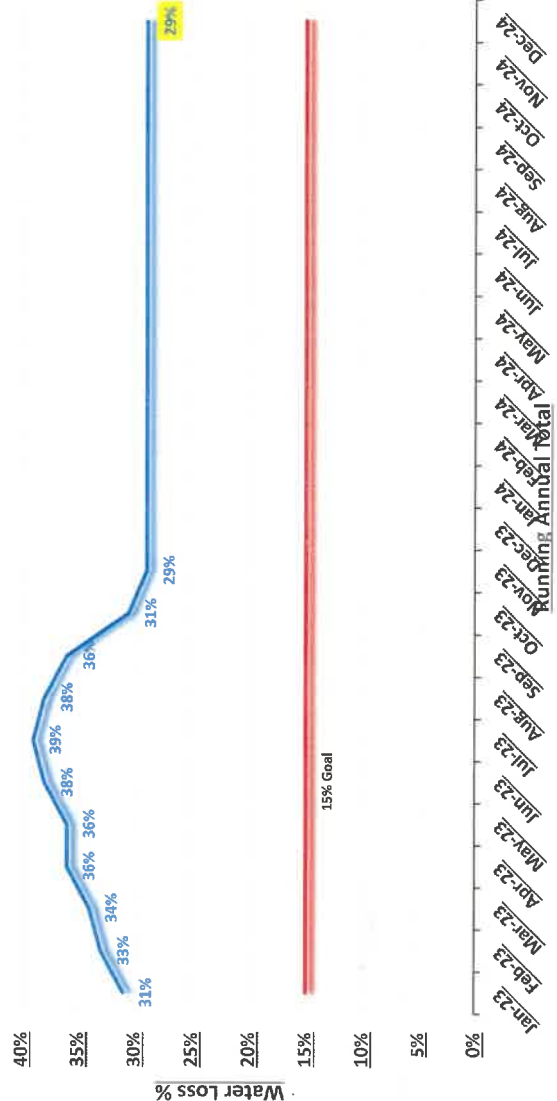
Monthly Usages

	Vault Readings	Water Purchased (Gallons)	Water Purchased Cost	Water Billed (Gallons)	Water Billed Amount	% Water Loss (Purchased vs. Billed)
Dec-22	39,356,648	39,694,480	\$140,206.03	23,569,032	\$341,881.24	41%
Jan-23	35,858,704	37,798,036	\$134,206.81	25,535,487	\$356,246.30	32%
Feb-23	39,473,740	37,625,844	\$132,132.37	20,178,499	\$317,341.53	46%
Mar-23	33,408,484	31,007,616	\$118,102.11	22,194,533	\$331,568.32	28%
Apr-23	32,633,504	35,147,828	\$148,483.54	18,235,964	\$304,359.52	48%
23-May	26,632,036	26,250,272	\$96,468.94	20,009,475	\$316,353.30	24%
23-Jun	32,023,300	29,469,544	\$106,532.25	24,375,593	\$348,129.85	17%
23-Jul	32,311,612	34,626,680	\$123,689.89	29,828,309	\$381,360.56	14%
23-Aug	32,805,700	31,227,268	\$119,450.82	30,243,268	\$402,321.86	3%
23-Sep	34,371,308	34,502,828	\$130,780.81	23,868,710	\$358,178.41	31%
23-Oct	27,826,668	31,485,872	\$119,810.43	22,389,770	\$346,583.90	29%
23-Nov	30,748,752	29,181,640	123,052.62	20,594,350	332,385.98	29%
23-Dec	24,503,016	27,689,464	106,033.41	21,309,750	338,384.58	23%
Total	421,953,472	425,707,372	\$1,598,950.03	302,332,740	\$4,475,095.35	29%

Running Annual Water Loss

Month	Water Loss %	Goal
Jan-23	31%	15%
Feb-23	33%	15%
Mar-23	34%	15%
Apr-23	36%	15%
May-23	36%	15%
Jun-23	38%	15%
Jul-23	39%	15%
Aug-23	38%	15%
Sep-23	36%	15%
Oct-23	31%	15%
Nov-23	29%	15%
Dec-24	29%	15%

45%



Running Annual Water Loss

**MONTH DEC**

**EDGECOMBE  
WATER AND SEWER  
MONTHLY UPDATE**

**YEAR 2024**

**December 2023 Information**

Total estimated population: **23,323**

Total current customer base: **7,639**

	<u><b>WATER</b></u>	<u><b>SEWER</b></u>
D-1	1635	6
D-2	1477	86
D-3	809	0
D-4	362	92
D-5	1012	242
D-6	<u>599</u>	<u>567</u>
<b>TOTAL</b>	<b>5,894</b>	<b>993</b>

Estimated population served: **15,737**

Total estimated potential customer base: **7,586**

Total water purchased: **27,689,464 gallons**

Total sewer purchased: **5,131,588 gallons**

Total cost of water purchased: **\$ 106,033.41**

Total cost of sewer purchased: **\$ 35,145.19**

Total cost of water and sewer: **\$ 141,178.60**

Total water gallons billed: **21,309,750 gallons**

Total sewer gallons billed: **3,206,910 gallons**

Total dollar amount billed – Water: **\$ 338,384.58**

Total dollar amount billed – Sewer: **\$ 61,803.03**

Total dollar amount billed **\$ 400,187.61**

Edgecombe County  
Financial Summary Report  
Fiscal Year 2024  
(As of January 31, 2024)

**GENERAL**

<b>REVENUES</b>	<b>REVISED BUDGET</b>	<b>YTD ACTUAL</b>	<b>Y-T-D % COLLECTED</b>	
Ad Valorem Taxes	\$ 33,755,000	\$ 23,822,754	70.58%	
Sales Taxes	9,900,000	3,556,072	35.92%	
Other Taxes	164,000	93,746	57.16%	
Intergovernmental	2,889,659	648,349	22.44%	
Sales, Services and Fees	7,228,975	4,728,819	65.41%	
Health Revenues	6,436,569	2,039,385	31.68%	
DSS Revenues	12,328,244	2,987,478	24.23%	
Other Revenues	1,030,034	599,126	58.17%	
Total Revenues	<u>\$ 73,732,481</u>	<u>\$ 38,475,728</u>	<u>52.18%</u>	
<b>EXPENDITURES</b>	<b>REVISED BUDGET</b>	<b>YTD ACTUAL</b>	<b>Y-T-D % EXPENDED</b>	<b>YTD ENCUMBERED</b>
General Government	\$ 11,031,608	\$ 5,783,433	52.43%	\$ 1,174,758
Public Safety	21,498,563	12,199,109	56.74%	1,789,526
Transportation	60,357	48,393	80.18%	11,964
Economic Development	2,040,610	698,833	34.25%	732,373
Human Services	20,117,846	9,382,926	46.64%	1,391,802
Cultural & Recreational	749,297	502,161	67.02%	157,947
Education	15,095,235	7,844,231	51.96%	6,201,004
Debt Service	4,446,511	1,147,653	25.81%	-
Transfers	6,957,835	408,203	5.87%	-
Total Expenditures	<u>81,997,862</u>	<u>38,014,941</u>	<u>46.36%</u>	<u>\$ 11,459,373</u>
Fund Balance Appropriation/Utilization	<u>\$ (8,265,381)</u>	<u>\$ 460,787</u>		

*Preliminary report subject to final accounting close adjustments.*

Edgecombe County  
Financial Summary Report  
Fiscal Year 2024  
(As of January 31, 2024)

**WATER/SEWER**

Funds 61 - 68

**REVENUES**

Water & Sewer Revenue  
Fund Balance Appropriated

REVISED BUDGET	YTD ACTUAL	Y-T-D % COLLECTED
\$ 6,976,237	\$ 3,196,839	45.82%
	-	0.00%
\$ 6,976,237	\$ 3,196,839	45.82%

**EXPENDITURES**

Water Operations  
Water Purchases  
Debt Service

REVISED BUDGET	YTD ACTUAL	Y-T-D % EXPENDED	YTD ENCUMBERED
\$ 3,887,712	\$ 1,422,142	36.58%	\$ 483,534
1,400,000	792,148	56.58%	207,852
1,688,525	313,975	18.59%	-
\$ 6,976,237	\$ 2,528,265	36.24%	\$ 691,386

**SOLID WASTE**

Fund 60

**REVENUES**

Fees & Intergovernmental Revenues  
Transfer From General Fund

REVISED BUDGET	YTD ACTUAL	Y-T-D % EXPENDED
\$ 3,019,745	\$ 1,633,909	54.11%
652,500		0.00%
\$ 3,672,245	\$ 1,633,909	44.49%

**EXPENDITURES**

Tipping Fees Paid  
All Other Expenditures

REVISED BUDGET	YTD ACTUAL	Y-T-D % EXPENDED	YTD ENCUMBERED
\$ 1,260,000	\$ 604,564	47.98%	\$ 295,436
2,412,245	815,121	33.79%	375,138
\$ 3,672,245	\$ 1,419,686	38.66%	\$ 670,574

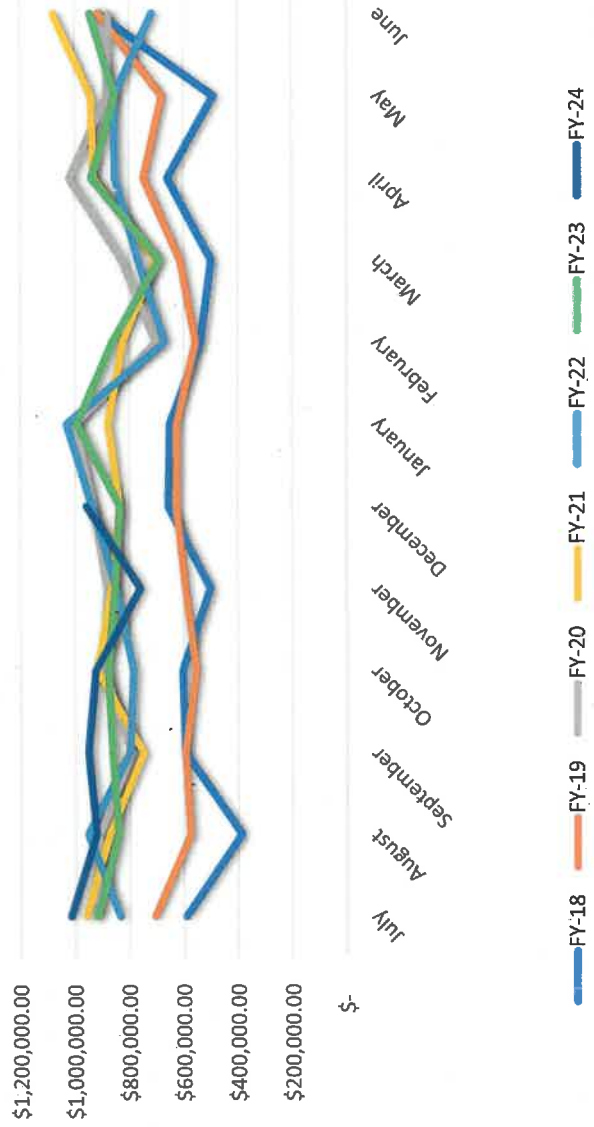
*Preliminary report subject to final accounting close adjustments.*



## Sales Tax Revenue FY-17 to FY-24

	FY-17	FY-18	FY-19	FY-20	FY-21	FY-22	FY-23	FY-24
July	\$ 524,640.69	\$ 591,631.00	\$ 706,492.60	\$ 918,978.38	\$ 959,080.52	\$ 835,166.06	\$ 919,952.53	\$ 1,015,928.45
August	\$ 496,809.12	\$ 386,555.00	\$ 575,562.67	\$ 910,584.02	\$ 875,439.75	\$ 952,513.97	\$ 841,439.54	\$ 922,104.73
September	\$ 535,800.42	\$ 594,381.00	\$ 594,290.35	\$ 793,582.05	\$ 749,556.50	\$ 797,548.10	\$ 862,786.25	\$ 950,706.36
October	\$ 550,598.68	\$ 603,527.00	\$ 553,305.02	\$ 891,712.08	\$ 919,173.42	\$ 783,915.07	\$ 877,307.07	\$ 924,077.74
November	\$ 524,151.98	\$ 501,113.00	\$ 594,148.55	\$ 881,836.44	\$ 866,439.38	\$ 848,696.45	\$ 852,762.78	\$ 759,182.89
December	\$ 565,158.52	\$ 656,761.00	\$ 625,876.31	\$ 933,905.36	\$ 835,767.89	\$ 938,033.02	\$ 835,755.85	\$ 958,242.09
January	\$ 646,346.74	\$ 651,439.00	\$ 625,292.07	\$ 998,377.30	\$ 880,118.57	\$ 1,031,215.04	\$ 992,977.47	
February	\$ 456,629.94	\$ 538,041.00	\$ 555,797.98	\$ 701,629.28	\$ 825,638.11	\$ 668,816.14	\$ 862,634.81	
March	\$ 552,825.13	\$ 498,317.00	\$ 613,154.74	\$ 828,710.79	\$ 703,449.31	\$ 765,636.00	\$ 688,780.15	
April	\$ 603,072.60	\$ 659,470.00	\$ 747,478.05	\$ 1,021,163.03	\$ 930,247.08	\$ 850,851.44	\$ 938,632.47	
May	\$ 568,812.16	\$ 490,550.00	\$ 680,025.11	\$ 882,613.68	\$ 941,487.39	\$ 854,338.99	\$ 852,266.06	
June	\$ 502,361.89	\$ 914,517.00	\$ 914,517.51	\$ 875,944.79	\$ 1,080,970.07	\$ 716,629.82	\$ 944,248.45	
	\$ 6,527,207.87	\$ 7,086,302.00	\$ 7,785,940.96	\$ 10,639,037.20	\$ 10,567,367.99	\$ 10,043,360.10	\$ 10,469,543.43	\$ 5,530,242.26

### Sales Tax Revenue FY17-FY24



## Sales Tax Budgeted vs. Actual

	Budgeted	Actual	Difference	Δ from Total FY-22 to FY-23	
FY17	\$ 6,000,000.00	\$ 6,527,207.87	\$ 527,207.87	FY-23	\$ 10,469,543.43
FY18	\$ 6,140,000.00	\$ 7,086,302.00	\$ 946,302.00	FY-22	\$ 10,043,360.10
FY19	\$ 6,250,000.00	\$ 7,785,940.96	\$ 1,535,940.96		\$ 426,183.33
FY20	\$ 6,405,000.00	\$ 10,639,037.20	\$ 4,234,037.20		
FY21	\$ 6,575,000.00	\$ 10,567,367.99	\$ 3,992,367.99	Δ from last year July-December	
FY22	\$ 9,650,000.00	\$ 10,043,360.10	\$ 393,360.10	FY-24	\$ 5,530,242.26
FY-23	\$ 9,750,000.00	\$ 10,469,543.43	\$ 719,543.43	FY-23	\$ 5,190,004.02
FY-24	\$ 9,900,000.00	\$ 5,530,242.26	\$ (4,369,757.74)		\$ 340,238.24

## Reorganization of DAAS

Massey-smith, Joyce <joyce.massey-smith@dhhs.nc.gov>

Fri 1/26/2024 2:55 PM

To:Area Agencies on Aging Directors <aaadirectors@listserv.unc.edu>

Cc:West, Carla <carla.west@dhhs.nc.gov>;Cauley, Lisa T <Lisa.Cauley@dhhs.nc.gov>;Osborne, Susan G <Susan.Osborne@dhhs.nc.gov>;Smith, Allison W <Allison.Smith@dhhs.nc.gov>

Dear Partners,

North Carolina Department of Health and Human Services is committed to ensuring the health, safety, and well-being of older adults, and over the past several years, the Division of Aging and Adult Services has made significant progress in improving our array of services for adults who are in need or at risk of harm. There are a number of challenges we are facing as a state – workforce recruitment and retention, a growing aging population, and higher levels of need across the board – that have led us to explore more effective and efficient ways to deliver services in this area. Based on our commitment to continuous quality improvement, the decision has been made to relocate the Adult Services Program which includes Adult Protective Services, Guardianship, and Special Assistance to the North Carolina Division of Social Services.

The North Carolina Division of Social Services has the existing infrastructure to advance our statewide model for providing adult services including established training sites, cross functional training and transformation framework. The purpose of moving adult services under the administration of the state's Division of Social Services is to position the state to provide better support to county Department of Social Services (DSS) offices through enhanced training, additional resources, and more robust Continuous Quality Improvement (CQI) coaching. This move will align the structure of our state support to the structure already in place at the local level – adult services are already a function of county DSS offices.

State support for counties plays a critical role in effective service delivery and driving better outcomes for older adults and adults with disabilities. This change will be effective March 1, 2024 when the Adult Services Section Chief, Karey Perez, will begin reporting to Lisa Tucker Cauley, Division Director for Human Services, Child, Family, Adult, and Regional Support. Sarah Richardson and the Adult Protective Services CQI Team will continue to report to Karey Perez. Tom Grecco, Program Manager for the Special Assistance Program, will report to Allison Smith, Deputy Director for Economic Services.

As you know, North Carolina's aging population is steadily increasing. By 2031, there will be more individuals aged 65 and over than children under 18 in the state. The growth in this population will continue to increase the need for strategies and tools that address a number of areas, including strengthening home- and community-based services for older adults and their families and supporting the healthcare workforce. This realignment will allow the Division of Aging to focus on the core priority of developing and implementing a roadmap for our aging

population through North Carolina's innovative Multi-Sector Plan on Aging, All Ages, All Stages NC.

After the realignment, the Division of Aging will continue to provide input on strategies to strengthen adult services across the state. The state Division of Social Services and the Division of Aging leadership and staff collaborate on issues affecting older adults and adults with disabilities on an ongoing basis and that will not change. Joyce Massey-Smith, Division Director for the Division of Aging and the Aging Team will continue to be involved in the Adult Protective Services improvement work, and the Adult Services staff will remain engaged in the Multi-Sector Plan on Aging.

Your organization is an important part of the work to improve services for the citizens in North Carolina, and it is our hope that you will continue to be involved in both the Multi-Sector Plan on Aging and the Adult Protective Services improvement work.

Thank you for all you do,

Joyce

**Joyce Massey-Smith, MPA**

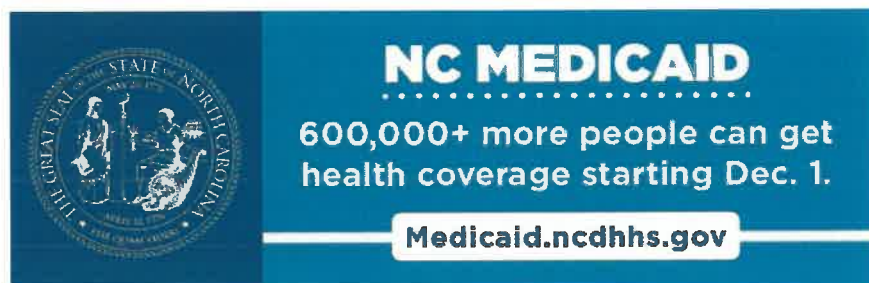
Director

NC Division of Aging and Adult Services

[Joyce.Massey-Smith@dhhs.nc.gov](mailto:Joyce.Massey-Smith@dhhs.nc.gov)

919.855.3400

NCDHHS provides essential services to improve the health, safety and well-being of all North Carolinians. Learn more about [Strategic Priorities](#) | [NCDHHS](#).



Learn more at [Medicaid.ncdhhs.gov](https://www.Medicaid.ncdhhs.gov).

information relating to an ongoing State procurement effort, is prohibited by law. If you have received this email in error, please notify the sender immediately and delete all records of this email.

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(It may be necessary to cut and paste the above URL if the line is broken)

or send a blank email to [leave-44159669-98058947.ac8d1ae62cbcd508ff9b2b20d18d2233@listserv.unc.edu](mailto:leave-44159669-98058947.ac8d1ae62cbcd508ff9b2b20d18d2233@listserv.unc.edu)

# STATE PROFILE

## NORTH CAROLINA AGING PROFILE 2022



### Projected Population Change, 2022-2042

Age	2022		2042		% Change 2022-2042
	County #	County %	County #	County %	
<b>Total</b>	10,705,403		13,242,528		24%
<b>0-17</b>	2,265,759	21%	2,651,547	20%	17%
<b>18-44</b>	3,839,982	36%	4,556,697	34%	19%
<b>45-59</b>	2,055,771	19%	2,500,794	19%	22%
<b>60+</b>	2,543,891	24%	3,533,490	27%	39%
<b>65+</b>	1,876,555	18%	2,772,505	21%	48%
<b>85+</b>	202,169	2%	432,551	3%	114%

### Race and Ethnicity, Age 65 and Older, 2022

Race/Ethnicity	NC %	US %
<b>White</b>	78%	75%
<b>Black or African American</b>	17%	9%
<b>American Indian</b>	1%	1%
<b>Asian</b>	2%	5%
<b>Some other race</b>	1%	3%
<b>Two or more races</b>	2%	7%
<b>Hispanic/Latino</b>	3%	9%
<b>White, no-hispanic or latino</b>	77%	74%

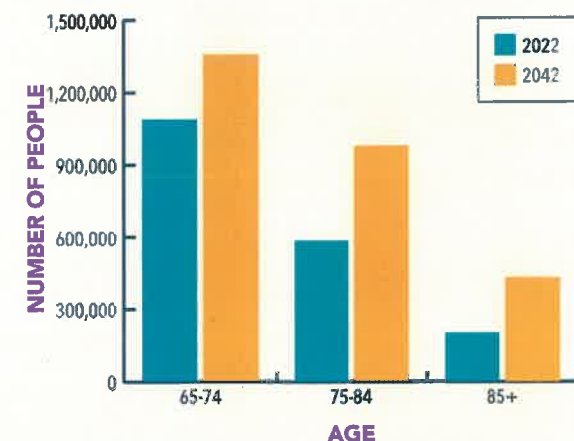
### Social and Economic Characteristics of Population, Age 65 and Older, 2022

Characteristics	NC %	US %
<b>100% Poverty</b>	10%	11%
<b>100%–199% Poverty</b>	20%	17%
<b>Speak English Less Than "Very Well"</b>	3%	9%
<b>Veterans</b>	16%	14%
<b>Living Alone</b>	27%	26%
<b>Less Than High School</b>	13%	12%
<b>High School Graduate (Includes Equivalency)</b>	30%	30%
<b>With a Disability</b>	34%	33%
<b>Median Household Income of Householder 65 years and Over</b>	\$49,781	\$54,699
<b>In Labor Force</b>	17%	19%

### STATE RANKINGS

TOTAL POPULATION <b>#9</b> (10,705,403)	OVER 65+ YEARS OLD <b>#9</b> (1,876,555)	MEDIAN AGE <b>40</b>
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### Projected Growth, 2022-2042



### In-migration & Kinship Care, 2022



**47,600**

Total people 60+ who moved from other states and abroad



**44,958**

Age 60+ Grandparents responsible for Grandchildren



# EDGEcombe COUNTY

## NORTH CAROLINA AGING PROFILE 2022



### Projected Population Change, 2022-2042

Age	2022		2042		% Change 2022-2042
	County #	County %	County #	County %	
<b>Total</b>	48,246		41,999		-13%
<b>0-17</b>	11,127	23%	11,037	26%	-1%
<b>18-44</b>	13,272	28%	12,976	31%	-2%
<b>45-59</b>	8,921	18%	5,703	14%	-36%
<b>60+</b>	14,926	31%	12,283	29%	-18%
<b>65+</b>	11,240	23%	9,845	23%	-12%
<b>85+</b>	1,206	2%	1,809	4%	50%

### Race and Ethnicity, Age 65 and Older, 2022

Race/Ethnicity	County %	NC %
<b>White</b>	46%	78%
<b>Black or African American</b>	52%	17%
<b>American Indian</b>	<1%	1%
<b>Asian</b>	<1%	2%
<b>Some other race</b>	<1%	1%
<b>Two or more races</b>	1%	2%
<b>Hispanic/Latino</b>	1%	3%
<b>White, no-hispanic or latino</b>	46%	77%

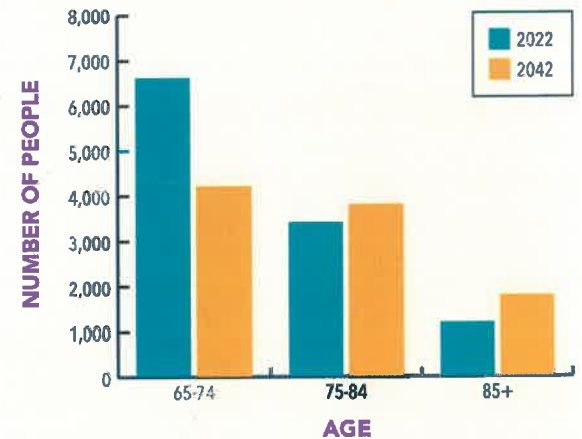
### Social and Economic Characteristics of Population, Age 65 and Older, 2022

Characteristics	County %	NC %
<b>100% Poverty</b>	13%	10%
<b>100%-199% Poverty</b>	26%	20%
<b>Speak English Less Than "Very Well"</b>	0%	3%
<b>Veterans</b>	15%	16%
<b>Living Alone</b>	32%	27%
<b>Less Than High School</b>	22%	13%
<b>High School Graduate (Includes Equivalency)</b>	37%	30%
<b>With a Disability</b>	35%	34%
<b>Median Household Income of Householder 65 years and Over</b>	\$39,104	\$49,781
<b>In Labor Force</b>	17%	17%

### COUNTY RANKINGS

TOTAL POPULATION	OVER 65+ YEARS OLD	MEDIAN AGE
<b>#53</b> (48,246)	<b>#51</b> (11,240)	<b>45</b>

### Projected Growth, 2022-2042



### In-migration & Kinship Care, 2022



**60**

Total people 60+ who moved from other states and abroad

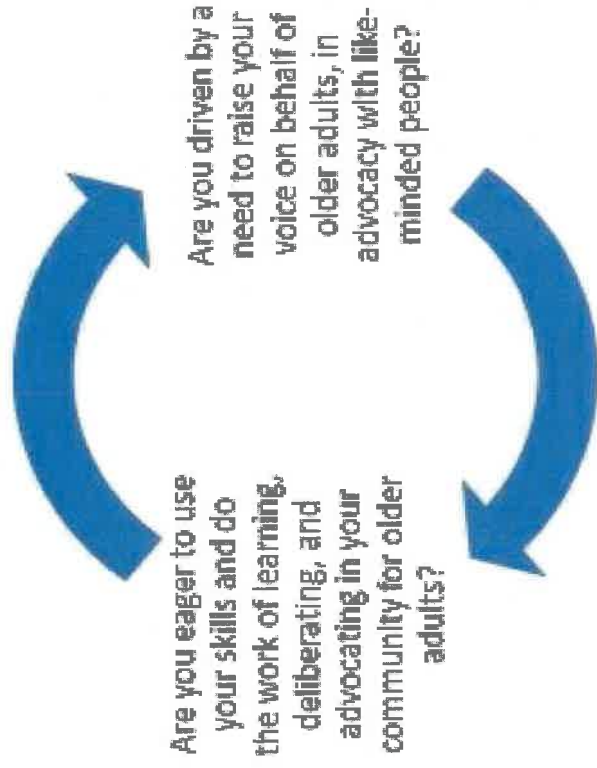


**364**

Age 60+ Grandparents responsible for Grandchildren

# Edgecombe County Home and Community Care Block Grant (HCCBG) Advisory Committee

We are recruiting for HCCBG Committee Members



Inquire today about a volunteer appointment  
by contacting:



252-641-7840



[lindabarfield@edgecombeco.com](mailto:lindabarfield@edgecombeco.com)



201 Saint Andrew Street  
Tarboro, NC 27886





## Edgecombe County

County Administration Building  
201 St. Andrew St., PO Box 10 Tarboro, NC 27886  
252-641-7834 · Fax 252-641-0456  
[www.edgecombecountync.gov](http://www.edgecombecountync.gov)

**Eric Evans**  
County Manager  
[ericevans@edgecombeco.com](mailto:ericevans@edgecombeco.com)

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**TO: BOARD OF COMMISSIONERS**  
**FROM: ERIC EVANS, COUNTY MANAGER**  
**DATE: FEBRUARY 1, 2024**  
**SUBJECT: MAJOR EVENTS AND IMPORTANT MEETINGS**

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To give the Board insight into some of the things I have the privilege of doing or participating in, I'm sharing my major events and important meetings over the last month. This is not a complete list of my meetings during the month.

- **Jan. 4<sup>th</sup>** Attended and provided closing remarks for the annual Farm City Breakfast
- **Jan. 4<sup>th</sup>** Attended a called meeting of the Princeville Town Board to hear an update from the US Army Corp of Engineers on their plans for improved flood protection for the Town.
- **Jan. 9<sup>th</sup>** Conducted an interview for the Parks and Recreation Director position.
- **Jan. 12<sup>th</sup>** Special Meeting of the Board of Commissioners.
- **Jan. 18<sup>th</sup>** Mid-year budget review with Linda Barfield, CFO.
- **Jan. 19<sup>th</sup>** Meeting with representatives from Heartsease Fire Department to discuss future plans for fire protection at Kingsboro Industrial Park.
- **Jan. 22<sup>nd</sup>** Attended the NC Association of County Commissioners' Regional Meeting.
- **Jan. 22<sup>nd</sup>** Met with Dr. Greg McLeod, ECC President to discuss ongoing and future projects.
- **Jan. 23<sup>rd</sup>** Attended meeting with Tarboro and Princeville officials re. possible transportation projects.
- **Jan. 23<sup>rd</sup>** Meeting with company officials on a potential project at Kingsboro.
- **Jan. 24<sup>th</sup>** Quarterly lunch meeting with new department heads; training on leadership development.
- **Jan. 25<sup>th</sup>** I participated on a committee that conducted annual monitoring of programs that received Juvenile Crime Prevention funds.



# Economic/Workforce Indicators for Edgecombe County Reported to Commissioners -February 2024 Commissioners Meeting

Jobs	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24
	Openings (@ date of report)	Openings (@ date of report)	Openings (@ date of report)	Openings (@ date of report)	Openings (@ date of report)	Openings (@ date of report)	Openings (@ date of report)
Previous report total	1386	1451	1406	1329	1312	1214	1284
# Change	3084	2523	2529	2444	2216	2118	2117
% Change	123	-561	6	-85	-228	-98	-1
	4.20%	-18%	0.20%	-3.40%	-9.30%	-4.40%	-0.05%
<b>Workforce</b>							
Labor Force	20246	20246	20035	20035	20121	20121	20077
Employed	19001	19001	18845	18845	19068	19068	19020
Unemployed	1245	1245	1190	1190	1053	1053	1057
Uemployment Rate	6.1%	6.1%	5.90%	5.90%	5.20%	5.20%	5.30%
State Ranking	2	2	2	2	2	2 <sup>1</sup>	2

## Jobs

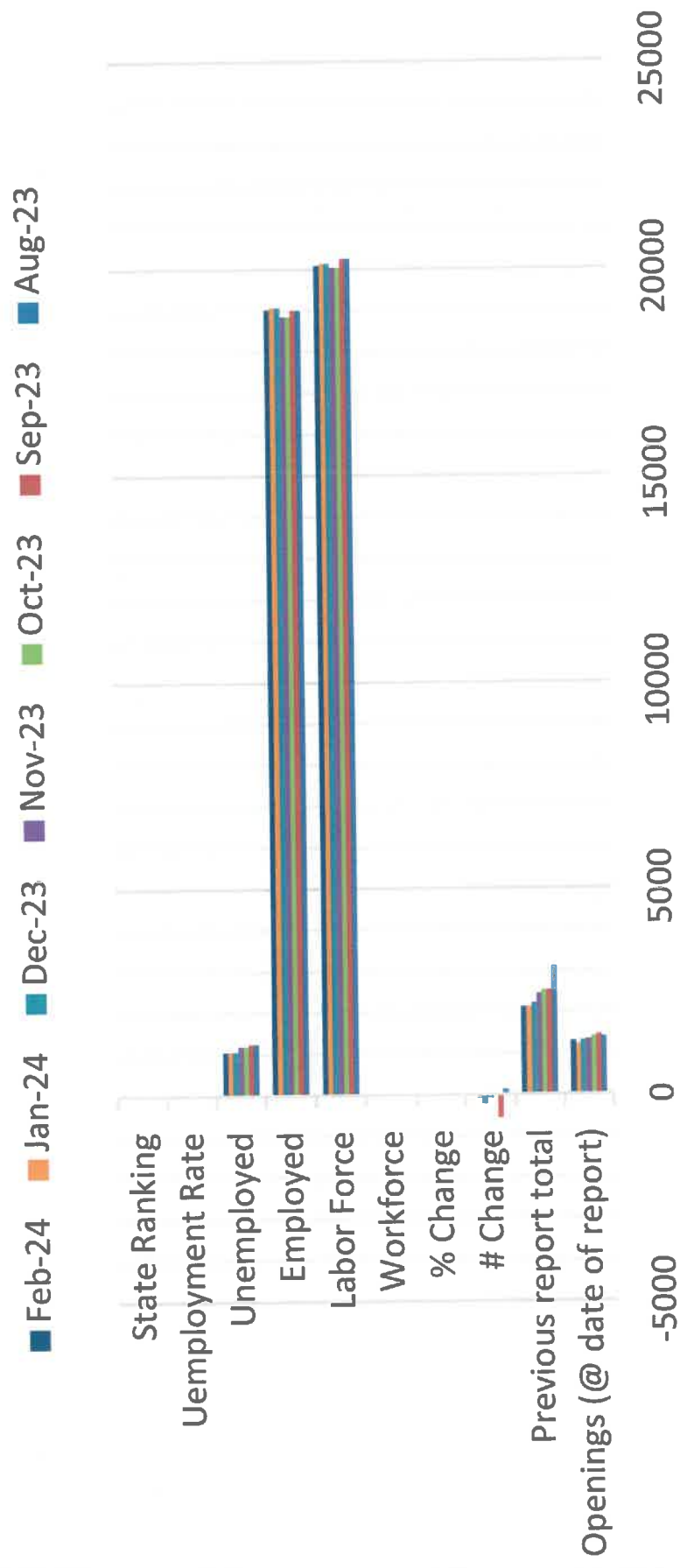
Openings (@ date of report)  
Last month total  
# Change  
% Change

## Workforce

Labor Force  
Employed  
Unemployed  
Uemployment Rate  
State Ranking

<sup>1</sup> Updated unemployment figures were not available at the this report was prepared  
<sup>2</sup> Tied for 5th with Graham County  
<sup>3</sup> Tied with Scotland County  
<sup>4</sup> Tied with Halifax County  
<sup>5</sup> Tied with Hide Co.  
<sup>6</sup> Tied with Wilson Co.  
<sup>7</sup> Tied with Warren County  
<sup>8</sup> Tied with Warren and Vance  
<sup>9</sup> Tied with Warren, Washington & Wilson Co  
<sup>10</sup> Tied with Vance Co.

# Employment Trends



# Memorandum

**To:** TDA Board  
**From:** Lisa Warren, Accounting Specialist  
**Date:** 1/11/2024  
**Re:** Finance Report for December 2023

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In fiscal year-to-date 2024, Edgecombe County has collected a total amount of **\$87,350.85** in Occupancy Tax for the TDA. The December collections totaling \$12,912.86 will be deposited to the TDA bank account at PNC Bank during the week of January 15th.

Total Expenditures for fiscal year-to-date 2024 through December 31, 2023 equal **\$66,297.18.**

As of December 31, 2023, the bank statement for the TDA- PNC Bank Account balance was **\$295,179.51.**

I recommend the TDA vote to approve the Finance report as presented.

Please feel free to contact me with any questions or concerns by email at [lisawarren@edgecombeco.com](mailto:lisawarren@edgecombeco.com) or phone at (252)641-4742 (office).

**Tourism Office Budget FY 24 - December 2023**

Line Item	Budget	YTD	Funds Remaning
<b>REVENUES</b>			
6% Edgecombe County Occupancy Tax	\$ 115,000.00	\$ 72,260.26	\$ 42,739.74
Grant Awards	\$ -		\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -
Fund Balance Appropriated	\$ 115,600.00	\$ -	\$ 115,600.00
Other			\$ -
<b>TOTAL REVENUES</b>	<b>\$ 230,600.00</b>	<b>\$ 72,260.26</b>	<b>\$ 158,339.74</b>
<b>EXPENSES</b>			
		<b>YTD</b>	<b>Avaiable Funds</b>
<b>HUMAN RESOURCES</b>			
Payroll			
FICA - .765%			
Retirement 6%			
Group Insurance			
401K Contribution 1%			
Contract Services - Social Media Marketing	\$ 14,400.00	\$ 6,732.00	\$ 7,668.00
Contract with Chamber	\$ 22,200.00	\$ 11,100.00	\$ 11,100.00
Performance Bonus- Executive Director	\$ 3,000.00		\$ 3,000.00
Performance Bonus- Social Media	\$ 3,000.00		\$ 3,000.00
<b>TOTAL HUMAN RESOURCES</b>	<b>\$ 42,600.00</b>	<b>\$ 17,832.00</b>	<b>\$ 24,768.00</b>
<b>OPERATIONS</b>			
Office Supplies	\$ 1,000.00	\$ 173.37	\$ 1,173.37
Equipment			\$ -
Travel (Mileage) and Lodging	\$ 4,500.00		\$ 4,500.00
Board Meeting Expenses	\$ 1,000.00	\$ 465.84	\$ 534.16
Telephone	\$ -		\$ -
Postage	\$ 1,000.00	\$ 36.80	\$ 963.20
Utilities	\$ -		\$ -
Dues and Subscriptions	\$ 2,750.00	\$ 794.43	\$ 1,955.57
Data Processing - Web Hosting	\$ 2,200.00		\$ 2,200.00
Rental Equipment	\$ -		\$ -
Misc. Expense	\$ 3,350.00	\$ 167.41	\$ 3,182.59
Banking Fees	\$ 200.00	\$ 73.79	\$ 126.21
Other Contract Services			\$ -
Legal Expenses			\$ -
Audit	\$ 2,500.00		\$ 2,500.00
<b>Total Operations</b>	<b>\$ 18,500.00</b>	<b>\$ 1,711.64</b>	<b>\$ 14,635.10</b>
<b>Marketing</b>			
Printing - Marketing Materials	\$ 42,000.00	\$ 4,600.00	\$ 37,400.00
Advertising/Grant Awards	\$ 20,000.00	\$ 4,788.90	\$ 15,211.10
Contract Services - Web Design	\$ -		\$ -
Contract Services - Brochure Design	\$ -		\$ -
Contract Services - Logo Design	\$ -		\$ -
Hotels	\$ 7,500.00		\$ 7,500.00
Social Media Ads	\$ 1,000.00		\$ 1,000.00
Sponsorship	\$ 2,000.00		\$ 2,000.00
Events	\$ 10,000.00	\$ 5,364.64	\$ 4,635.36
RMEC	\$ 5,000.00		\$ 5,000.00
<b>Total Marketing</b>	<b>\$ 87,500.00</b>	<b>\$ 14,753.54</b>	<b>\$ 72,746.46</b>
<b>Asset Development</b>			
Land Purchase			\$ -
Other	\$ -		\$ -
<b>Total Assest Development</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Town of Tarboro 2023 Allocation Rolled forward	\$ 32,000.00	\$ 32,000.00	\$ -
Town of Tarboro Reserve for Grant Match	\$ 50,000.00		\$ 50,000.00
		<b>YTD</b>	<b>Avaiable Funds</b>
<b>TOTAL HUMAN RESOURCES</b>	<b>\$ 42,600.00</b>	<b>\$ 17,832.00</b>	<b>\$ 24,768.00</b>
<b>TOTAL OPERATIONS</b>	<b>\$ 18,500.00</b>	<b>\$ 1,711.64</b>	<b>\$ 16,788.36</b>
<b>TOTAL MARKETING</b>	<b>\$ 87,500.00</b>	<b>\$ 14,753.54</b>	<b>\$ 72,746.46</b>
<b>TOTAL ASSEST DEVELOPMENT</b>	<b>\$ -</b>		<b>\$ -</b>
<b>TARBORO ALLOCATION</b>	<b>\$ 82,000.00</b>	<b>\$ 32,000.00</b>	<b>\$ 50,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 230,600.00</b>	<b>\$ 66,297.18</b>	<b>\$ 164,302.82</b>
<b>Net Gain or Loss</b>	<b>\$ -</b>	<b>\$ 138,557.44</b>	
<b>Fund Balance Remaining</b>	<b>\$ -</b>		



YTD: OCCUPANCY TAX RECEIVED: JULY 1, 2023- JUNE 30, 2024 (FY 2024)						
DESCRIPTION	YEAR	PER	EFF DATE	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
ROOM OCCUPANCY	2024	1	07/25/2023	-1,117.99	MAIL- OM NIV LLC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	1	07/25/2023	-543.84	MAIL- VERTEX INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	1	07/19/2023	-4,611.98	MAIL- SHREE KRISHNA INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	1	07/17/2023	-6,124.38	MAIL- KOVAS HOTELS LLC; BESTWESTERN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	1	07/17/2023	-62.41	MAIL- AVALARA CLIENT TRUST;HOMEAWAY.COM	OCCUPANCY TAX
ROOM OCCUPANCY	2024	1	07/17/2023	-5.91	MAIL- AVALARA CLIENT TRUST;HOPPER(USA)	OCCUPANCY TAX
ROOM OCCUPANCY	2024	1	07/17/2023	-2,624.08	MAIL- AVALARA CLIENT TRUST;AIRBNB INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	2	08/23/2023	-1,460.23	MAIL- OM NIV LLC; BUDGET INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	2	08/23/2023	-2.69	MAIL- AVALARA CLIENT TRUST; HOPPER USA	OCCUPANCY TAX
ROOM OCCUPANCY	2024	2	08/23/2023	-1,765.16	MAIL- AVALARA CLIENT TRUST; AIRBNB INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	2	08/18/2023	-5,985.34	MAIL- SHREE KRISHNA INC DBA COMFORT INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/22/2023	-1,446.75	MAIL- OM NIV LLC; BUDGET INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/22/2023	-5,790.45	MAIL- SHREE KRISHNA INC; DBA COMFORT INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/19/2023	-5,640.00	MAIL- KOVAS HOTELS LLC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/19/2023	-1,816.00	MAIL- AVALARA CLIENT TRUST;AIRBNB INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/19/2023	-635.91	MAIL- AVALARA CLIENT TRUST;EXPEDIA INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/19/2023	-3.73	MAIL- AVALARA CLIENT TRUST;HOPPER USA IN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	3	09/01/2023	-6,450.00	MAIL- KOVAS HOTELS LLC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	4	10/27/2023	-552.79	MAIL- AVALARA CLIENT TRUST; EXPEDIA GROU	EXPEDIA;OCCUPANCY
ROOM OCCUPANCY	2024	4	10/24/2023	-1,360.68	MAIL- OM NIV LLC;BUDGET INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	4	10/24/2023	-6,182.63	MAIL- SHREE KRISHNA INC; COMFORT INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	4	10/20/2023	-634.33	MAIL- AVALARA CLIENT TRUST; EXPEDIA INC	EXPEDIA INC
ROOM OCCUPANCY	2024	4	10/20/2023	-1,951.84	MAIL- AVALARA CLIENT TRUST; AIRBNB INC	AIRBNB INC
ROOM OCCUPANCY	2024	4	10/20/2023	-24.06	MAIL- AVALARA CLIENT TRUST; HOMEAWAY.COM	HOMEAWAY.COM INC
ROOM OCCUPANCY	2024	4	10/17/2023	-3,965.94	MAIL- KOVAS HOTELS LLC; BESTWESTERN	OCCUPANCY TAX FOR SEPT
ROOM OCCUPANCY	2024	5	11/27/2023	-410.51	MAIL- AVALARA CLIENT TRUST; EXPEDIA INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	5	11/27/2023	-2,053.43	MAIL- AVALARA CLIENT TRUST;AIRBNB INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	5	11/27/2023	-4,526.00	MAIL- KOVAS HOTELS LLC;BESTWESTERN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	5	11/27/2023	-2.77	MAIL-AVALARA CLIENT TRUST;HOPPER USA INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	5	11/27/2023	-1,071.25	MAIL- OM NIV LLC; BUDGET INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	5	11/16/2023	-5,614.91	MAIL- SHREE KRISHNA INC DBA COMFORT INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	6	12/28/2023	-1,479.57	OM NIV LLC; BUDGET INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	6	12/20/2023	-5,965.67	SHREE KRISHNA INC; COMFORT INN	OCCUPANCY TAX
ROOM OCCUPANCY	2024	6	12/20/2023	-437.68	AVALARA CLIENT TRUST; EXPEDIA INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	6	12/20/2023	-1,650.94	AVALARA CLIENT TRUST; AIRBNB INC	OCCUPANCY TAX
ROOM OCCUPANCY	2024	6	12/18/2023	-3,379.00	KOVAS HOTELS LLC; BESTWESTERN	OCCUPANCY TAX
				-87,350.85	TOTAL COLLECTED FY 2023	
- \$15,090.59						Reimbursed and credited to FY 2023
- \$9,213.42						To be deposited 9/15/2023
- \$21,782.84						To be deposited 10/13/2023
- \$14,672.27						To be deposited 11/10/2023
- \$13,678.87						To be deposited 12/19/2023
- \$12,912.86						To be deposited 1/19/2024
- \$87,350.85						Should equal YTD Occupancy Tax Received (CELL: E72)

Good evening,

CSX Transportation has recently announced a track maintenance project set to begin on **Monday, February 12<sup>th</sup>, 2024**.

This project will include replacing the wooden railroad ties within the tracks' surface along part of the CSX North End subdivision.

It will be a 3-week project that begins on 2/12/24 and ends on/around 3/1/24. It impacts the following county: Edgecombe and Nash County, NC.

I've attached a list of all of the crossings (Excel attachment) that will be closing as a result of this work with their estimated closure dates. Please keep in mind the estimated closure dates are merely the best approximation we can provide at this time. These dates are *highly* subject to change with or without notice simply due to many of the unforeseen circumstances that can occur in the field once the work begins. Crossings will be closed anywhere from 2-5 days, depending on the type of maintenance they are set to receive. However, with the one way in/out crossings, we will work as hard as possible to have those accessible within a 24-hour period (or less). All closures listed on the project are full and total closures of the roadway.

Finally, I have created a Google map that will allow you to view each crossing impacted. When you pull up the map, you will see a white box to the left of the screen. Simply look for your respective county and click on the crossings labeled under your county.

The map will highlight exactly where the crossings are located.

[https://www.google.com/maps/d/u/1/edit?mid=18hyhGbQXgS6mnILy\\_emj42wXcRWYbJw&usp=sharing](https://www.google.com/maps/d/u/1/edit?mid=18hyhGbQXgS6mnILy_emj42wXcRWYbJw&usp=sharing)

This information is being provided to you so that preparations can begin as soon as possible. If you have any questions, please do not hesitate to reach out to me. If permits or MOT's are necessary, please notify me of your request. If there is another point of contact to better review the attached information, please forward on or reply with their contact information. \*Please note-if the proper municipality has not been notified in this email, please respond to me with the correct municipality that will be impacted by these closures and should receive notification.

Sincerely,

**Erika E. Nickell**

Assistant Manager, CSX Transportation Division

Southern Commercial Development, LLC

Office: (229) 262-4394

Email: [enickell@scdevelopmentllc.com](mailto:enickell@scdevelopmentllc.com)



North End T6						Road Closures		
Acct#	DOT#	M/P	City	County	State	Street	X-ING Length	Exp. Close Date
C60381	629686F	A 111.51	BATTLEBORO	NASH	NC	BATTLEBORO AVENUE	64	14-Feb
C60382	629687M	A 114.09	ROCKY MOUNT	NASH	NC	COLLEGE ROAD	32	20-Feb
C66697	630082X	A 118.67	ROCKY MOUNT	NASH	NC	GRAND AVENUE	64	SKIP
C66698	630083E	A 118.99	ROCKY MOUNT	NASH	NC	GOLDLEAF STREET	48	28-Feb
C66699	630084L	A 119.15	ROCKY MOUNT	NASH	NC	THOMAS STREET / BUS 64	64	29-Feb
C66700	630085T	A 119.29	ROCKY MOUNT	NASH	NC	SUNSET AVENUE / TARBORO STREET	64	29-Feb
C66701	630086A	A 119.39	ROCKY MOUNT	NASH	NC	WESTERN AVENUE / HILL STREET	56	29-Feb



North End T6						Road Closures		
C66702	630087G	A 119.48	ROCKY MOUNT	NASH	NC	NASH STREET / MARIGOLD STREET	56	29-Feb
C48542	640432P	A 119.61	ROCKY MOUNT	NASH	NC	PEDESTRIAN-TRAIN STATION	40	29-Feb
C60437	629767F	A 119.92	ROCKY MOUNT	NASH	NC	BASSETT STREET	40	29-Feb