

Windsor, North Carolina
February 17, 2014
Regular Meeting

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 7:00PM in the Commissioners Room located at 106 Dundee Street Windsor, NC. The following members were present or absent:

Present: J. Wallace Perry, Chairman
Charles L. Smith, Vice-Chairman
John Trent
Ronald "Ron" Wesson
Rick Harrell

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah Seredni
County Attorney Lloyd Smith
Information Systems Administrator Scott Pierce
Network Administrator Joe Wilkes
Finance Director William Roberson
Emergency Services Director Mitch Cooper

Media members present included Thadd White of the Bertie Ledger-Advance, and Gene Motley of the Roanoke-Chowan News Herald.

Other staff members present for a portion of the meeting included: Emergency Medical Services Director Matt Leicester and Tax Administrator Jodie Rhea.

Chairman Perry opened the meeting, and thanked all of those present for their attendance.

INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Perry gave the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

There were no Public Comments.

APPOINTMENTS

“Building Partnerships for a Better Bertie” presentation by Patricia Ferguson

President of the Bertie County African American Caucus, Patricia Ferguson, came before the Board to discuss a potential partnership between the Caucus and the County to hold a first annual “State of the County” address.

Ms. Ferguson stated that this opportunity could assist the Board in providing transparency to the citizens of the County, and could create an open forum to reach various leaders on the local and State level.

The event would also include local youth, religious leaders, and members of both the private and public school systems.

Commissioner Wesson stated that this event would showcase the needs of the community, and that it would bring about bright opportunities for the future.

Other members of the Board expressed favor in support of the event.

Commissioner Harrell made a **MOTION** for the Board to participate in an annual “State of the County” address as presented. Commissioner Wesson **SECONDED** the motion. The motion passed unanimously.

Heritage Collegiate Leadership Academy update by Founding Director Kashi Nelson

Kashi Nelson, Founding Director of the Heritage Collegiate Leadership Academy, updated the Board regarding the current status of the Charter School.

Ms. Nelson stated that the school’s enrollment began on January 20, 2014, and that it will continue until April 18th, 2014. She also stated that members of the community could enroll online or using a paper application.

Ms. Nelson mentioned that the biggest hurdle that the school has faced is locating a suitable facility in order to house the school, and that she has recently begun working with a contractor based out of Durham, NC to construct a temporary facility.

Chairman Perry inquired about what locations Ms. Nelson is currently researching as a potential site for a permanent facility.

Ms. Nelson stated that even though this location has not yet been finalized, she announced that the school is working on a contract to lease a portion of the Cashie Convention Center.

Ms. Nelson stated that she is very excited about the location and where the school is headed.

Commissioner Wesson asked if Ms. Nelson has another needs to be met at this time.

Ms. Nelson stated that support from the Board was the most important factor at this time as hiring will soon begin and the location of the school is still being finalized.

She also requested to appear before the Board on a periodic basis to provide updates on the project.

Roanoke River Partners presentation by Carol J. Shields

Carol J. Shields of Roanoke River Partners provided a brief PowerPoint presentation regarding the Roanoke River Paddle Trail. The trail includes a series of water platforms that are used by community members to camp, as well as to paddle or canoe the Roanoke River.

Ms. Shields stated that many youth groups frequent the trail, and that the program is a contributor to the local economy of the County as it brings citizens to local business and restaurants in the area.

Ms. Shield also discussed current advertising initiatives including advertisements in regional publications as well as a 90-day display at the I-95 VA/NC border rest area.

Ms. Shields thanked the Board for their continued financial support.

Commissioner Wesson inquired about initiatives currently in place to reach the minority population of the County as the Bertie County population itself is very diverse.

Ms. Shields stated she was very aware that reaching minorities was an important factor, and that she was looking forward to networking with leaders and other advocates for those groups to increase their participation in the many events that take place on these water trails.

She also mentioned that maintaining the cleanliness of the water supply was also extremely important which Roanoke River Partners as an entity strongly supported.

Commissioner Harrell commended Ms. Shields on the thoroughness of the Roanoke River Partners website and that it provided a portal to many other related resources.

EMS Monthly Report Update by Emergency Medical Services Director Matt Leicester

Matt Leicester, Emergency Medical Services Director, provided a detailed report to the Board regarding current standings on call volume, chute times, and response times.

According to the latest figures by Mr. Leicester, in January 2014, Bertie County EMS responded to 282 calls which is the highest month to date.

The average chute time for those 282 calls was 79.29 seconds. The average response time was 10.9 minutes. In total, 91% of all calls were responded to in less than 20 minutes.

Mr. Leicester also stated because of recent inclement weather, there were 14 responses that resulted in response times over 20 minutes.

Commissioner Trent commended the EMS staff for their continued dedication to their duties.

Report of unpaid taxes as required by N.C.G.S. 105-369 by Tax Administrator Jodie Rhea

Tax Administrator Jodie Rhea presented a report to the Board regarding current unpaid delinquent taxes of December 31, 2013.

The report stated that due to certain technical challenges, the Tax Office shows that delinquent taxes are off by approximately \$525,000 compared to the 2012 tax year. In particular, Mr. Rhea noted that January's collections have not been posted as of this report.

Mr. Rhea stated that steps have already been put in place to combat the loss, including wage garnishments, and that delinquent notices were mailed out on February 14, 2014.

Mr. Rhea also informed the Board that the process of hiring a new employee had been slightly delayed because of inclement weather and deaths of an employee's family members, but that the office is currently in the process of scheduling interviews for the vacant position.

The Board inquired about the numbers for January 2014 and requested Mr. Rhea to provide an updated report once those figures were made available.

CADA's Anti-Poverty Work Plan for 2013-2014

The Board accommodated a change in the Agenda's order to discuss CADA's Anti-Poverty Work Plan for 2013-2014 with CADA Executive Director Sallie Surface.

After some discussion, Commissioner Wesson made a **MOTION** to accept CADA's Anti-Poverty Work Plan for 2013-2014. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

CADA – review of County's commitment for IDA program of \$25,000 originally approved March 20, 2008 as annual appropriation of \$5,000 over 5 budget years beginning with FY 2008-2009

Finance Director William Roberson approached the Board along with Mrs. Surface for this item. Mr. Roberson requested that the Board clarify its position on this matter as minutes from March 2008 depict that the Board showed favor in supporting the program, but that there was no action actually taken for the funds to be dispensed to CADA.

Mr. Roberson indicated that he would work closely with Mrs. Surface in review of CADA's budget request for next year to ensure that adequate funds are committed for the IDA program as previously approved by the Board.

After a lengthy discussion, Commissioner Harrell made a **MOTION** for the Board to appropriate the promised funds to CADA's IDA program in the amount of \$12,000. Vice Chairman Smith **SECONDED** the motion. The **MOTION PASSED** unanimously.

Offer to purchase current Central Office building presentation by Superintendent Elaine White

Superintendent White presented the Board with aerial images and a detailed facility description for the current Central Office building on County Farm Road in Windsor.

Ms. White stated that the building is 9,000 square feet with a Board Room, secure vault, and two parking lots. The building also features a recently replaced roof, carpeting, and alarm system.

Ms. White answered questions from the Board.

Chairman Perry stated that the Board would consider the opportunity to purchase the building for County use. She shared her plans to relocate school administration to the campus of the current Bertie High School, once the "900 Building" has been prepared.

BOARD APPOINTMENTS

Hospital appointments to Director's Council

The Board reviewed the request and application of Dr. Jo Almario to the Vidant Bertie Hospital Director's Council.

Commissioner Trent made a **MOTION** to appoint Dr. Almario to the Vidant Bertie Hospital Director's Council as requested by the Council. Commissioner Wesson **SECONDED** the motion. The motion passed unanimously.

Accept request for removal of Nursing Community Advisory Committee member

The Board received a request from Mid-East Commission to remove a member of the Nursing Home/Adult Care Community Advisory Committee due to unfilled attendance requirements.

Commissioner Wesson made a **MOTION** to remove the member from the Nursing Home/Adult Care Community Advisory Committee as requested by the Committee. Commissioner Trent **SECONDED** the motion. The motion passed unanimously.

The Board also requested that the Clerk to the Board Sarah Seredni bring forward any other applications so that the vacant position could be filled on that Committee.

CONSENT AGENDA

County Attorney Lloyd Smith requested that the Closed Session minutes from 1-7-14, 1-16-14, and 1-17-14 be deferred for approval because of pending matters that will be discussed in Closed Session.

The Board concurred.

Commissioner Trent made a **MOTION** to approve only the Open Session minutes from 1-7-14, 1-16-14, 1-17-14, and 2-3-14 while leaving all corresponding Closed Session minutes on the table for later approval as recommended by the County Attorney. Commissioner Wesson **SECONDED** the motion. The motion passed unanimously.

The Board reviewed the annual audit proposal for FY 2014-2015 as proposed by Car, Riggs & Ingram. County Attorney Smith recommended that it be approved.

Commissioner Wesson made a **MOTION** to approve the proposed annual audit proposal for FY 2014-2015 as recommended by the County Attorney. Commissioner Harrell **SECONDED** the motion. The motion passed unanimously.

Commissioner Harrell made a **MOTION** to accept the Tax Department Error Ledgers for November and December of 2013. Vice Chairman Smith **SECONDED** the motion. The motion passed unanimously.

Commissioner Wesson made a **MOTION** to accept the Register of Deeds Fees Report for January 2014. Vice Chairman Smith **SECONDED** the motion. The motion passed unanimously.

Commissioner Trent made a **MOTION** to approve the lease agreement between the County and the West Roanoke Missionary Baptist Association for office space in the DRC building. Commissioner Wesson **SECONDED** the motion. The motion passed unanimously.

The Board reviewed the proposed budget amendment #14-04 for legal fees as prepared by Finance Director William Roberson.

After lengthy discussion, the Board requested a detailed review of invoices of the current legal fees that have been paid to the County Attorney before proceeding with a budget amendment.

Commissioner Harrell made to **MOTION** to approve budget amendment #14-04 excluding the legal fees section as prepared by the Finance Director. Commissioner Trent **SECONDED** the motion. The motion passed unanimously.

Budget Amendment #14-04 reads as follows:

BUDGET AMENDMENT

| # 14-04 | | | | |
|--|------------|-----------------|-----------------|------------|
| INCREASE | | | | INCREASE |
| 45-0025-4301-08 | \$ 284,000 | ADMIN | 45-4510-5399-86 | \$ 27,800 |
| | | WAT IMPR | 45-4510-5400-11 | \$ 256,200 |
| TO SET UP BUDGET FOR 2012 CDBG-IF PER ORDINANCE 4-3-13 (FUNDED ON 7-1-13) | | | | |
| DECREASE | | | | INCREASE |
| 47-4500-5399-85 | \$ 4,622 | | 47-4500-5399-87 | \$ 2,076 |
| | | | 47-4500-5400-10 | \$ 2,546 |
| TO REALLOCATE 11-CDBG-SS PROGRAM INCOME TO ACTUAL EXPENDITURES | | | | |
| INCREASE | | | | INCREASE |
| 10-0050-4848-08 | \$ 1,800 | | 10-5860-5400-00 | \$ 1,800 |
| TO SET UP BUDGET FOR KELFORD NUTRITION SITE RENT (DONATION FROM ARTHUR W. PERDUE FOUNDTION, INC.) | | | | |
| INCREASE | | | | DECREASE |
| 10-4120-5399-00 | \$ 2,063 | | 10-9910-5991-00 | \$ 2,063 |
| MOVING FUNDS FROM CONTINGENCY TO PAY JOHN E. WHITEHURST - SPECIAL PROJECTS | | | | |
| INCREASE | | | | INCREASE |
| 10-0050-4515-40 | \$ 2,000 | | 10-4190-5580-00 | \$ 2,000 |
| TO SET UP GRANT REVENUE FOR COURTHOUSE FOUNDATION STABILIZATION | | | | |
| INCREASE | | | | INCREASE |
| 42-0025-4301-01 | \$ 277,046 | CONSTRUCTION | 42-8272-5396-01 | \$ 201,025 |
| | | CONTINGENCY | 42-8272-5396-10 | \$ 10,052 |
| | | ENGINEERING | 42-8272-5396-12 | \$ 26,339 |
| | | SURVEY | 42-8272-5396-18 | \$ - |
| | | CLOSING COST | 42-8272-5396-14 | \$ 5,541 |
| | | PERMITS - REIME | 42-8272-5396-29 | \$ 500 |
| | | LEGAL | 42-8272-5396-38 | \$ 10,500 |
| | | ADMIN | 42-8272-5396-40 | \$ 23,089 |
| | | MISC | 42-8272-5499-00 | \$ - |
| TO SET UP BUDGET FOR BLACK ROCK SUBDIVISION WATER IMPROVEMENTS | | | | |
| 10-4150-5192-01 | \$ 63,000 | LEGAL | 10-0090-4991-99 | \$ 63,000 |
| TO INCREASE BUDGET FOR LEGAL FEES | | | | |
| INCREASE | | | | DECREASE |
| 61-7111-5399-00 | \$ 7,416 | | 61-7111-5720-01 | \$ 7,416 |
| 62-7112-5399-00 | \$ 24,102 | | 62-7112-5720-01 | \$ 24,102 |
| 63-7113-5399-00 | \$ 17,922 | | 63-7113-5720-00 | \$ 17,922 |
| 64-7114-5399-00 | \$ 12,360 | | 64-7114-5720-00 | \$ 12,360 |
| TO INC CONTRACTED SERVICES FOR GREEN ENGINEERING CONTRACT | | | | |

DISCUSSION AGENDA

Sunenergy Ground Lease revisions as recommended by the County Attorney

The Board reviewed the current draft ground lease from Sunenergy with input provided by Duke Energy. The Board discussed the changes and the legal fees involved in the drafted changes.

After some discussion, the Board agreed that there were no problems with the changes, but they would like for a request to be made of Duke Energy to cover the legal fees associated with the contract changes as those changes were its responsibility.

Commissioner Wesson made a **MOTION** to submit a request for reimbursement of legal fees by Duke Energy. Commissioner Trent **SECONDED** the motion. The motion passed unanimously.

Black Rock Subdivision Water System Improvements

This matter was tabled until the Water District work session on Thursday, February 20, 2014.

COMMISSIONERS' REPORTS

The Commissioners did not provide any reports.

PUBLIC COMMENTS CONTINUED

There were no Public Comments.

COUNTY MANAGER'S REPORTS

County Manager Sauer informed the public that the Board was invited to attend the Bertie County Chamber of Commerce's Black History celebration banquet on Tuesday, February 18, 2014 at 6:00pm.

COUNTY ATTORNEY'S REPORTS

County Attorney Lloyd Smith that the Board go into Closed Session pursuant to N.C.G.S. § 143-318.11(a)(3) to go into closed session to consult with the County Attorney in order to preserve the attorney-client privilege that exists between the attorney and this public body and pursuant to N.C.G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of employment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

PUBLIC COMMENTS CONTINUED

There were no Public Comments in this section.

CLOSED SESSION

Upon request by County Attorney Smith, the Board entertained a vote to go into Closed Session pursuant N.C.G.S. § 143-318.11(a)(3) and N.C.G.S. § 143-318.11(a)(6).

Vice Chairman Smith made a **MOTION** to go into Closed Session pursuant to N.C.G.S. § 143-318.11(a)(3) and N.C.G.S. § 143-318.11(a)(6). Commissioner Trent **SECONDED** the motion. The motion passed unanimously.

The Board shifts into Closed Session.

Commissioner Harrell made a **MOTION** to return to Open Session. Vice Chairman Smith and Commissioner Trent **SECONDED** the motion. The motion passed unanimously.

RECESS

Chairman Perry recessed the meeting at approximately 10:00pm in order to reconvene for a Water District work session at 2:00pm on Thursday, February 20, 2014 in the 2nd floor Glass Conference Room of the County Office building.

J. Wallace Perry, Chairman

Sarah Seredni, Clerk to the Board