

Bertie County Board of Commissioners



November 2, 2015
2:00pm

Chairman	Ronald "Ron" Wesson	District 1
	Stewart White	District II
Vice Chairman	Tammy A. Lee	District III
	John Trent	District IV
	Ernestine (Byrd) Bazemore	District V

BERTIE COUNTY BOARD OF COMMISSIONERS

November 2, 2015

Meeting Agenda

Windsor

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

2:00 Work Session –

- 1) Review OPEB strategies regarding unfunded accrued liability for retiree health insurance—Discussion led by Ms. Elizabeth Wright, Managing Director, Cavanaugh Macdonald Consulting, LLC regarding actuarial study alternatives
- 2) Review QSCB sinking fund requirements related to high school project debt service—Discussion led by Mr. Ted Cole, Davenport Financial advisor for the County’s long term debt

4:00-4:05 Call to Order and Welcome by Chairman Wesson (Commissioners Room, Windsor)

4:05-4:10 Invocation and Pledge of Allegiance by Commissioner Trent

4:10-4:25 Public Comments *(3 minute limit per person)*

(A)

***** APPOINTMENTS *****

4:25-4:35 Pierce Lane concerns by homeowner, Terry Pierce

4:35-4:45 New school year update by Founding Executive Director of Heritage Collegiate Leadership Academy, Dr. Kashi B. Hall

4:45-4:55 Agency program update by Teresa Cole, Director of the Albemarle Regional Library System

4:55-5:05 Agency program update by Dianne Cowand of the Bertie County Humane Society

Board Appointments (B)

- 1. There are no Board Appointments.

Consent Agenda (C)

- 1. Accept Register of Deeds Fees Report – October 2015
- 2. Approve minutes for Work Session 10-26-15
- 3. Approve minutes for Closed Session 10-26-15
- 4. Approve minutes for Regular Session 10-26-15
- 5. Accept Senior Center General Purpose Funding – FY 2015-2016 Application

*****OTHER ITEMS*****

- 1. Tax Administrator’s reappointment – 4 years

Discussion Agenda (D)

- 1. Project Updates
- 2. Items Pending

Commissioners’ Reports (E)

County Manager’s Reports (F)

County Attorney’s Reports (G)

Public Comments Continued
(3 minute limit per person)

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.

Pursuant to N.C.G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approves the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

Pursuant to N.C.G.S. § 143-318.11(a)(5) to establish, or to instruct the public body’s staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

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.

Adjourn

OPEB—Regional Comparison other post-employment benefits

Retiree health insurance actuarial
projections for future liabilities which
are currently unfunded.

Regional Comparison

OPEB--Other Post Employment Benefits			
<i>Audited data as of June 30, 2014</i>			
	Bertie	Martin	Hertford
Annual Required Contribution	703,514	1,010,097	461,247
Actual Contribution	286,242	179,350	173,080
NET OPEB Obligation--as of June 30, 2014	3,385,713	4,523,866	3,683,106
Unfunded Actuarial Accrued Liability (UAAL)	8,878,477	9,384,726	5,813,655
Retirees--General	155	183	182
Retirees--Law Enforcement	26	35	22

- Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future including future employment, mortality and health care cost trends.
- Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation.

Bertie County

- Provides post-employment healthcare benefits for retirees: 50% of premium cost for employee at 55 and 15 years of continuous service to Bertie County; 100% of premium cost for employee retiring with 20 years of continuous service to Bertie County or 25 years of non-continuous service.

Bertie County - continued

- Coverage will continue until retiree becomes eligible for Medicare, at which time the County will convert coverage to a Medicare Supplement policy. The cost for the employee's share of the premiums, if any, will be determined on an annual basis.

Bertie County -- continued

- Service time credit will be calculated based on actual service time and any sick leave time that is on balance with the County at the time of retirement.
- The health insurance provision of this article shall apply to County Commissioners.
- Also, the County's retirees may purchase dependent coverage at the County's group rates.

Martin County

- Employees hired after September 1, 2011 are not eligible for retiree health insurance benefits upon retirement.
- All other employees are eligible for coverage provided they have at least the last twenty years of creditable service with the County.

Hertford County

- As of August 1, 2007, this plan provides post-employment healthcare benefits to retirees of the County with thirty (30) years of creditable service to the County.
- Prior to August 1, 2007 employees qualified for similar level benefits after at least ten (10) years of creditable service and aged 65 with the County.

Sampson County

- Employees with less than five (5) years of service as of July 1, 2015 will no longer be eligible for post-employment health benefits.
- New employees will no longer be eligible for post-employment health benefits.
- Employees with less than fifteen (15) years of service as of July 1, 2015 will be required to work for Sampson County for twenty (20) consecutive years as a permanent employee and be at least 58 years to be eligible for post employment health benefits.

Sampson County --continued

- Employees with 15 years or more service will continue under the current plan as revised.
- Those retirees currently receiving health insurance benefits through Sampson County will begin immediately paying a portion of their health insurance costs using the thresholds in paragraph two above, calculated on their salary at date of retirement, except for former Commissioners who will pay \$100 per month.

All employees and others receiving health insurance through Sampson County will begin paying a portion of their monthly health insurance costs as of July 1, 2015, based upon graduated salary thresholds:

	Year 1	Year 2	Year 3	Year 4
<u>Annual Salary at July 1, 2015</u>	<u>7/1/2015</u>	<u>7/1/2016</u>	<u>7/1/2017</u>	<u>7/1/2018</u>
Less than 25,000	-	-	-	-
25,000-35,000	2.00	4.00	9.00	14.00
35,000-45,000	5.00	9.00	14.00	25.00
45,000-55,000	9.00	14.00	32.00	49.00
55,000-65,000	16.00	28.00	39.00	75.00
65,000 and over	25.00	49.00	75.00	100.00

Employee	Last Name	First Name	Job Class Desc	Service Date	Current Yr	Serv Year	Total Yrs of Serv
							35 Plus
107	HOGGARD	JAMES	GIS ADMINISTRATOR	09/01/1978	2015	1978	37
							30 Plus
466	HOLLEY	JOHN	SHERIFF	02/02/1983	2015	1983	32
478	WHITAKER	VELMA	INCOME MAINTENANCE SUP II DSS	07/20/1983	2015	1983	32
534	HOGGARD	CARL	LIEUTENANT	09/04/1984	2015	1984	31
489	SPELLER	LINDA	COUNTY SOCIAL SERVICES DIR. I	10/22/1984	2015	1984	31
574	HENDERSON	VERNETTA	INCOME MAINTENANCE SUP II DSS	02/11/1985	2015	1985	30
619	PUGH-WYNN	PATRICIA	SOCIAL WORKER III DSS	12/02/1985	2015	1985	30
							25 yrs
899	POWELL	DORIS	SOCIAL WORKER II (DSS)	06/07/1990	2015	1990	25
914	PERRY	CINDY	SOCIAL WORKER SUPERVISOR III	11/12/1990	2015	1990	25
							20 Plus
933	LAWRENCE	LEE	INCOME MAINTENANCE CASEWORK II	05/01/1991	2015	1991	24
955	TAYLOR	ELLEN	ACCOUNTS PAYABLE SUPERVISOR	12/09/1991	2015	1991	24
968	PITTMAN	EDWIN	DEPUTY SHERIFF DIVISION COMMAN	03/01/1992	2015	1992	23
773	JERNIGAN	AUDREY	ADMINISTRATIVE ASSISTANT	03/24/1994	2015	1994	21
1089	THOMPSON	HARRY	SOIL & WATER TECHNICIAN	10/24/1994	2015	1994	21
1100	COBURN	CONNIE	UTILITY BUSINESS MANAGER	12/19/1994	2015	1994	21
1103	THOMPSON	VENITA	AGING SERVICES DIRECTOR	03/13/1995	2015	1995	20
							15 Plus
1129	BRYANT	SANDY	PERMITS & HELP DESK SPECIALIST	06/01/1996	2015	1996	19
1158	BELL	STEFANIE	SOCIAL WORKER II (DSS)	07/01/1996	2015	1996	19
1160	SPIVEY	RICKY	WATER SYSTEM MANAGER	07/15/1996	2015	1996	19
1173	RHEA	KRISTA	INCOME MAINTENANCE CASEWORK II	11/04/1996	2015	1996	19
1176	BOND	ELEANOR	INCOME MAINTENANCE INVEST. II	11/04/1996	2015	1996	19
1076	PITTMAN	GRANVILLE	CODES ENFORCEMENT ADMINISTRATO	01/01/1997	2015	1997	18
1208	FORNES	CAROLYN	HUMAN RESOURCES OFFICER	09/29/1997	2015	1997	18

1213	ROBBINS	IRMA	AGING SERVICES COORDINATOR	10/20/1997	2015	1997	18
1230	COBB	ANGELA	INCOME MAINTENANCE CASEWORK II	04/20/1998	2015	1998	17
1324	WILSON	ANNIE	REGISTER OF DEEDS	12/28/1999	2015	1999	16
1200	HOGGARD	TERESA	LEAD NUTRITION SITE COORDINATO	03/06/2000	2015	2000	15
1331	CALLIS	SANDRA	INCOME MAINTENANCE SUP II DSS	03/06/2000	2015	2000	15
812	HARRISON	CAROL	INCOME MAINTENANCE CASEWORK II	05/01/2000	2015	2000	15
1337	HOGGARD	SUSAN	INCOME MAINTENANCE SUP II DSS	05/01/2000	2015	2000	15
1375	EDWARDS	JEROME	MAINTENANCE WORKER	11/13/2000	2015	2000	15
							10 Plus
1377	RHEA	CLARENCE	TAX ADMINISTRATOR	01/16/2001	2015	2001	14
1120	BOND	ANGELA	SENIOR RECORDS SPECIALIST	01/22/2001	2015	2001	14
1400	MORRIS	LUTRICIA	CUSTODIAN	02/01/2001	2015	2001	14
1407	COPELAND	JEAN	INCOME MAINTENANCE CASEWORK II	05/21/2001	2015	2001	14
1410	SAULSBURY	ALYCIA	INCOME MAINTENANCE CASEWORK II	06/04/2001	2015	2001	14
1412	BIGGS	STEVEN	ECONOMIC DEVELOPMENT DIRECTOR	07/11/2001	2015	2001	14
1416	MIZELLE	DONNA	PARKS & RECREATION DIRECTOR	10/01/2001	2015	2001	14
1426	WILLIAMS	HARRIS	DEPUTY SHERIFF CORPORAL	01/01/2002	2015	2002	13
1462	ANDERSON	BARRY	NUISANCE ABATEMENT OFFICER	08/06/2003	2015	2003	12
1491	DUNLOW	THOMAS	BUILDING CODES INSPECTOR	05/24/2004	2015	2004	11
1306	PEARCE	RICHARD	INFORMATION TECHNOLOGY DIRECTO	06/21/2004	2015	2004	11
1492	ROBERSON	WILLIAM	FINANCE OFFICER	06/21/2004	2015	2004	11
1500	ANDERSON	PATRICIA	INCOME MAINTENANCE CASEWORK II	08/15/2004	2015	2004	11
1448	JERNIGAN	EMILY	RECREATION PROGRAMS ASSISTANT	11/01/2004	2015	2004	11
1505	SURGEON	MELISSA	ADMINISTRATIVE OFFICER II	11/08/2004	2015	2004	11
1509	HILL	KEVIN	GIS TECHNICIAN	03/21/2005	2015	2005	10
1513	JONES-JACKSON	CHARITA	INCOME MAINTENANCE CASEWORK II	06/27/2005	2015	2005	10
1201	JONES	ALICIA	UTILITY CUST SERV REPRESENTATI	07/01/2005	2015	2005	10
1521	WHITE	TRACI	PLANNING & INSPECTIONS DIRECTO	09/06/2005	2015	2005	10
1366	STALLS	JENNIFER	TELECOMMUNICATOR SUPERVISOR	10/01/2005	2015	2005	10
1527	WHITE	JUDY	INCOME MAINTENANCE CASEWORK II	12/12/2005	2015	2005	10
							5 plus
1531	RASCOE	ANTHONY	BUILDING & GROUNDS SUPERVISOR	04/03/2006	2015	2006	9

1533	JOHNSON	KEVIN	DEPUTY SHERIFF CORPORAL	05/10/2006	2015	2006	9
1539	ASKEW	TRAVIS	DEPUTY SHERIFF DIVISION COMMAN	07/28/2006	2015	2006	9
1428	PERRY	KENNETH	DEPUTY SHERIFF CORPORAL	08/14/2006	2015	2006	9
1535	DUNLOW	WILLIAM	SR ANIMAL & LITTER CONTROL OFC	12/11/2006	2015	2006	9
1550	CLARK	DENISE	OFFICE ASSISTANT	03/01/2007	2015	2007	8
1553	MELDICK	MICHELLE	INCOME MAINTENANCE CASEWORK II	07/23/2007	2015	2007	8
1551	HARRELL	LARRY	WATER FIELD TECHNICIAN	07/26/2007	2015	2007	8
1556	ASKEW	JOHN	WATER FIELD TECHNICIAN	08/06/2007	2015	2007	8
1557	FORREST	SHIELDA	INCOME MAINTENANCE CASEWORK II	08/16/2007	2015	2007	8
1558	POWELL	BONNIE	DEPUTY SHERIFF SPECIAL ASSIGNM	09/01/2007	2015	2007	8
1559	HOLLOMAN	SHEILA	ELECTIONS DIRECTOR	09/04/2007	2015	2007	8
1514	WHITE	YOLANDA	SOCIAL WORKER II (DSS)	12/11/2007	2015	2007	8
1380	DAVIDSON	RUTH	INCOME MAINTENANCE CASEWORKIII	01/02/2008	2015	2008	7
1560	CHERRY	DEANNA	SOCIAL WORKER III DSS	02/01/2008	2015	2008	7
1580	SWAIN	JAMES	MAINTENANCE WORKER	04/14/2008	2015	2008	7
1609	LITTLE	DENNIS	DEPUTY SHERIFF CORPORAL	02/12/2009	2015	2009	6
1566	BOND	JERRY	DEPUTY SHERIFF	06/10/2009	2015	2009	6
1618	JONES	BRENT	REC ACTIVITIES PROGRAM SPECIAL	10/01/2009	2015	2009	6
1632	WILLIAMS	SHAKEDIA	ASST.REGISTER OF DEEDS	08/04/2010	2015	2010	5
1634	JERNIGAN	DOUGLAS	DEPUTY SHERIFF	08/24/2010	2015	2010	5
1196	LEDFORD	TONI	LAND RECORDS SPECIALIST	09/01/2010	2015	2010	5
1635	HICKS	PAMELA	INCOME MAINTENANCE CASEWORK II	09/01/2010	2015	2010	5
1636	WIGGINS	NAOMI	DEPUTY SHERIFF	09/01/2010	2015	2010	5
1637	HENDRIX	ALVIN	DEPUTY SHERIFF	09/15/2010	2015	2010	5
							Less Than 5
1077	BRINKLEY	ROSE	INCOME MAINTENANCE CASEWORKIII	01/03/2011	2015	2011	4
1438	OUTLAW	DWAYNE	DEPUTY SHERIFF DIVISION COMMAN	02/07/2011	2015	2011	4
1640	DUNLOW	LUCILLE	INCOME MAINTENANCE CASEWORKER1	02/21/2011	2015	2011	4
1652	FARMER	BETTY	UTILITY CUST SERV REPRESENTATI	01/03/2012	2015	2012	3
1647	CHERRY	WENONADOR	TELECOMMUNICATOR (COMM)	02/13/2012	2015	2012	3
1654	COOPER	MITCHELL	EMERGENCY SERVICES DIRECTOR	03/12/2012	2015	2012	3
1657	BOND	GAIL	DEPUTY SHERIFF SPECIAL ASSIGNM	03/21/2012	2015	2012	3
1663	WILKES	JOSEPH	NETWORK ADMINISTRATOR	05/07/2012	2015	2012	3
1656	PHELPS	WILLIAM	DEPUTY SHERIFF CORPORAL	05/17/2012	2015	2012	3

1616	KEE	ELLIOTT	WATER FIELD TECHNICIAN	07/02/2012	2015	2012	3
1536	ROEBUCK	MATTHEW	DEPUTY SHERIFF CORPORAL	08/01/2012	2015	2012	3
1671	WILLIAMS	NEDRA	TELECOMMUNICATOR (COMM)	10/01/2012	2015	2012	3
1679	JOHNSON	KIMBERLY	TAX CUSTOMER SERVICE REP	11/05/2012	2015	2012	3
1680	MOSLEY-WHITE	MARSHA	TAX CUSTOMER SERVICE REP	11/07/2012	2015	2012	3
1393	WILKINS	ALISIA	RECORDS SPECIALIST	11/15/2012	2015	2012	3
1687	HINES	SHON	DEPUTY SHERIFF CORPORAL	02/01/2013	2015	2013	2
1689	ANTHONY	EDWARD	DEPUTY SHERIFF CORPORAL	02/01/2013	2015	2013	2
1691	JACKSON	JOHNNY	TELECOMMUNICATOR (COMM)	03/01/2013	2015	2013	2
1330	GAMBLE	EVERETT	DEPUTY SHERIFF SPECIAL ASSIGNM	04/01/2013	2015	2013	2
1692	SAUER	SCOTT	COUNTY MANAGER	07/01/2013	2015	2013	2
1697	HOLLEY	MONICA	DEPUTY REGISTER OF DEEDS (ROD)	08/12/2013	2015	2013	2
1698	WHITE	CARL	ANIMAL CONTROL OFFICER	08/14/2013	2015	2013	2
1700	WILSON	TRINA	PUBLIC INFORMATION ASST. IV	08/26/2013	2015	2013	2
1702	SAULSBURY	RONALD	WATER FIELD TECHNICIAN	09/24/2013	2015	2013	2
1703	TINKHAM	SARAH	CLERK TO THE BOARD/EXECUTIVE A	09/30/2013	2015	2013	2
1705	VALENTINE	MONICA	SOCIAL WORKER SUPERVISOR III	10/01/2013	2015	2013	2
1522	FREEMAN	CRYSTAL	EMS- COMPLIANCE OFFICER	12/09/2013	2015	2013	2
1713	TRAINOR	IAN	TRANSPORT DIVISION COORDINATOR	12/09/2013	2015	2013	2
1714	SAULS	JEFFREY	F/T EMT- PARAMEDIC	12/09/2013	2015	2013	2
1715	MCLAUGHLIN	BRITTANY	F/T EMT- PARAMEDIC	12/09/2013	2015	2013	2
1717	TRIPP	DAWN	F/T EMT- PARAMEDIC	12/09/2013	2015	2013	2
1719	SWEET	STEVEN	F/T EMT- PARAMEDIC	12/09/2013	2015	2013	2
1720	BAKER	NICHOLE	F/T EMT- INTERMEDIATE	12/09/2013	2015	2013	2
1722	SQUITIERI	SAMANTHA	F/T EMT- BASIC	12/09/2013	2015	2013	2
1723	SUMNER	DONALD	F/T EMT- BASIC	12/09/2013	2015	2013	2
1724	BROWDER	LINWOOD	F/T EMT- BASIC	12/09/2013	2015	2013	2
1726	SMITHWICK	JENNIFER	F/T EMT- BASIC	12/09/2013	2015	2013	2
1727	COLLINS	KENZY	F/T EMT- BASIC	12/09/2013	2015	2013	2
1728	HOLLOMAN	KIRK	F/T EMT- BASIC	12/09/2013	2015	2013	2
1730	HOLLOMAN	LAUREN	F/T EMT- INTERMEDIATE	12/09/2013	2015	2013	2
1708	MCKEEL	FRANCES	TELECOMMUNICATOR (COMM)	02/10/2014	2015	2014	1
1750	TURNER	BRANDON	DEPUTY SHERIFF	02/10/2014	2015	2014	1
1742	SMITHWICK	BENJAMIN	F/T EMT- BASIC	03/03/2014	2015	2014	1

1752	DUKES	SUZETTE	SOCIAL WORKER II (DSS)	03/10/2014	2015	2014	1
1751	FENNELL	NICOLE	TELECOMMUNICATOR (COMM)	04/01/2014	2015	2014	1
1756	ELLIS	SAMANTHA	FINANCE/PAYROLL TECHNICIAN	04/01/2014	2015	2014	1
1763	FLANNELLY	MELISSA	INCOME MAINTENANCE CASEWORKER1	05/01/2014	2015	2014	1
1764	GRAHAM	APRIL	INCOME MAINTENANCE CASEWORK II	05/01/2014	2015	2014	1
1768	HYMAN	SHAQUNA	F/T EMT- INTERMEDIATE	05/07/2014	2015	2014	1
1770	BARR	NADEZDA	F/T EMT- INTERMEDIATE	05/10/2014	2015	2014	1
1778	BOND	LISA	OFFICE ASSISTANT III (DSS)	06/16/2014	2015	2014	1
1783	FARMER	ERICA	F/T EMT- BASIC	08/01/2014	2015	2014	1
1786	TINKHAM	BRANDY	F/T TRANSPORT- BASIC	08/01/2014	2015	2014	1
1787	EUBANKS	RACHEL	F/T EMT- BASIC	08/01/2014	2015	2014	1
1790	CHERRY	SHANITA	CUSTODIAN	08/01/2014	2015	2014	1
1797	HARRIS	AMBER	F/T TRANSPORT- BASIC	08/18/2014	2015	2014	1
1795	COREY	KIMIANN	F/T EMT- PARAMEDIC	08/27/2014	2015	2014	1
1793	JONES	JEREMY	F/T EMT- PARAMEDIC	09/04/2014	2015	2014	1
1802	SNEED	JENNIFER	INCOME MAINTENANCE CASEWORK II	09/16/2014	2015	2014	1
1800	CASWELL	TYLER	F/T EMT- BASIC	09/26/2014	2015	2014	1
1805	BROWNING	ALICIA	ADMINISTRATIVE SUPPORT SPECIAL	10/07/2014	2015	2014	1
1809	KING	JESSICA	F/T EMT- INTERMEDIATE	10/19/2014	2015	2014	1
1813	BLOUNT	ROGER	DEPUTY SHERIFF	12/01/2014	2015	2014	1
1818	LASSITER	COURTNEY	TELECOMMUNICATOR (COMM)	12/08/2014	2015	2014	1
1822	LILLEY	JENNIFER	DEPUTY TAX COLLECTOR	01/05/2015	2015	2015	0
1823	DAVENPORT	ANGELA	DEPUTY REGISTER OF DEEDS (ROD)	01/14/2015	2015	2015	0
1824	HOGGARD	ROBERTA	ACCOUNTANT CLERK V	02/02/2015	2015	2015	0
1825	SPIVEY	TIARA	INCOME MAINTENANCE CASEWORKER1	02/09/2015	2015	2015	0
1829	HARRELL	SHEENA	SOCIAL WORKER III DSS	02/09/2015	2015	2015	0
1832	EARLEY	KIMBERLY	SOCIAL WORKER III DSS	02/16/2015	2015	2015	0
1837	OSKINS	AMY	F/T EMT- PARAMEDIC	05/03/2015	2015	2015	0
1840	WILLIAMS	MACKINSEY	DEPUTY SHERIFF SPECIAL ASSIGNM	05/11/2015	2015	2015	0
1844	CLARK	SCHWANDA	DEPUTY SHERIFF	06/19/2015	2015	2015	0
1817	HASSELL	JESSICA	F/T TRANSPORT- BASIC	07/06/2015	2015	2015	0
1850	SELAKE	TYLER	F/T EMT- PARAMEDIC	08/03/2015	2015	2015	0
1856	HARRIS	JANET	OFFICE ASSISTANT III (DSS)	08/03/2015	2015	2015	0
1857	BOYETTE	THERESA	OFFICE ASSISTANT III (DSS)	08/03/2015	2015	2015	0

1858	SCHROEDER	THEODORE	F/T EMT- PARAMEDIC	08/04/2015	2015	2015	0
1406	WESSON	TAMIKA	INCOME MAINTENANCE CASEWORKER1	08/10/2015	2015	2015	0
1864	HOLLIDAY	JORDAN	F/T EMT- PARAMEDIC	08/10/2015	2015	2015	0
1861	DUNLOW	AMBER	OFFICE ASSISTANT III (DSS)	08/17/2015	2015	2015	0
1862	NICHOLS	RENADA	INCOME MAINTENANCE CASEWORKER1	08/17/2015	2015	2015	0
1863	JONES	ANGELA	INCOME MAINTENANCE CASEWORKER1	08/17/2015	2015	2015	0
1845	MYRICK	CALVIN	TELECOMMUNICATOR (COMM)	08/24/2015	2015	2015	0
1848	HAMILTON	ASHLEY	TELECOMMUNICATOR (COMM)	08/24/2015	2015	2015	0
1855	MCDANIEL	ANGEL	F/T TRANSPORT- BASIC	08/31/2015	2015	2015	0
1865	BYRD	KEVIN	F/T TRANSPORT- PARAMEDIC	08/31/2015	2015	2015	0
1866	CLARK	SHERI	CUSTODIAN	09/01/2015	2015	2015	0
1839	TUGWELL	TERREN	F/T EMT- PARAMEDIC	09/03/2015	2015	2015	0
1852	TAYLOR	WILLIAM	F/T EMT- PARAMEDIC	09/03/2015	2015	2015	0
1869	GARNEAU	MATTHEW	F/T TRANSPORT- PARAMEDIC	09/04/2015	2015	2015	0
1867	NORMAN	RENALDO	WATER FIELD TECHNICIAN	09/08/2015	2015	2015	0
1868	EASON	EBONI	INCOME MAINTENANCE CASEWORKER1	09/09/2015	2015	2015	0
1871	JAMES	JOSEPH	MAINTENANCE TECHNICIAN	10/01/2015	2015	2015	0
1873	WILLIAMS	SHANNON	F/T EMT- PARAMEDIC	10/08/2015	2015	2015	0

Discussion Materials

Bertie County, North Carolina



November 2, 2015 - DRAFT

Goals and Objectives



- Provide an update on the County's Series 2012A Taxable Limited Obligation Qualified School Construction Bonds.
- Provide an overview of a potential refunding opportunity for the County's 1999 Bank of America Installment Purchase Contract.



2012A Qualified School Construction Bonds Update

2012A (QSCB) and 2012B (Tax-Exempt) Limited Obligation Bonds



- On November 8, 2012 the County closed on \$18,030,000 of Series 2012A Taxable Limited Obligation Qualified School Construction Bonds (the “QSCBs”) and \$3,455,000 of 2012B Limited Obligation Bonds (the “2012B Bonds”) to fund a new high school.
- The QSCBs were sold as a “bullet” maturity with a single principal payment of \$18,030,000 due on 11/1/2035.
- The 2012B Bonds were issued as a traditional Tax-Exempt financing with annual maturities from 11/1/2013 to 11/1/2021.
 - The TIC rate on the 2012B Bonds was a 1.657%.
- In order to repay this single maturity, the County established a Sinking Fund into which the County would escrow principal payments annually.
 - The County’s deposits into the Sinking Fund are scheduled to begin in FY 2022.
 - The deposits made into the Sinking Fund earn interest and are used to reduce the amount of principal repaid from annual County contributions.
 - The IRS limits the amount of interest that can be earned in the Sinking Fund by establishing a Permitted Sinking Fund Yield which was set when the bonds were priced (3.10%).
- The 2012A Bonds were scheduled to receive a Federal Subsidy of 4.320% vs. an Interest Rate on the Bonds of 4.667%. The Federal Subsidy payments have been impacted by sequestration as discussed on the following pages.
 - Original Net Interest Cost at Closing
 - Bond Rate: 4.667%
 - Federal Subsidy: 4.320%
 - Sequestration (0.00%): (0.000%)
 - Net Interest Rate: 0.347%

2012A (QSCB) and 2012B (Tax-Exempt) Limited Obligation Bonds



- As a result of the “sequester provisions” of the Budget Control Act of 2011 and the American Taxpayer Relief Act of 2012, on March 1, 2013 an order was issued which resulted in Direct Pay Tax Credit Bond subsidies being reduced by 8.7%, through the end of the Federal Fiscal Year (September 30, 2013).
- Congress passed an extension of the Direct Pay Tax Credit Bonds subsidy reduction for the 2014 Federal Fiscal Year, resulting in a subsidy reduction of 7.2%.
- On December 19, 2014 Congress extended the Direct Pay subsidy reductions at 7.3%. Unless a law is enacted that cancels or otherwise amends the sequestration, the subsidy reduction will remain in effect through the end of Fiscal Year 2024.
 - In FY 2016, the Direct Pay Subsidy reduction is 6.8%.

	March 1, 2013 – 8.7% Reduction	FY 2014 – 7.2% Reduction	FY 2015– 7.3% Reduction	FY 2016 – 6.8% Reduction
Bond Rate	4.667%	4.667%	4.667%	4.667%
Federal Subsidy	4.320%	4.320%	4.320%	4.320%
Sequestration Reduction	(0.376%)	(0.311%)	(0.315%)	(0.294%)
Net Interest Rate	0.723%	0.658%	0.662%	0.641%
Annual Cost of Sequestration	\$32,564.34 ¹	\$56,080.51	\$56,859.41	\$52,964.93

¹ Sequestration reduction was only applicable for the 5/1/2013 interest payment.

2012A (QSCB) and 2012B (Tax-Exempt) Limited Obligation Bonds



Net Debt Service and Potential Sinking Fund Investment – Base Case Earnings (1.50%)

Series 2012B: Tax-Exempt

A	B	C	D
			A+B
FY	Principal	Tax -Exempt Interest	Debt Service
2013	\$ -	\$ 38,384	\$ 38,384
2014	285,000	78,450	363,450
2015	285,000	74,175	359,175
2016	285,000	68,475	353,475
2017	285,000	62,775	347,775
2018	285,000	57,075	342,075
2019	300,000	51,225	351,225
2020	555,000	39,900	594,900
2021	755,000	20,250	775,250
2022	420,000	4,463	424,463
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
Total	\$ 3,455,000	\$ 495,172	\$ 3,950,172

Series 2012A: Taxable QSCB

E	F	G	H	I	J	K	L	M
			F-G			I-J	H+K	D+L
FY	Gross Sinking Fund Deposit	Sinking Fund Earnings ¹	Net Sinking Fund Deposit	Taxable Interest	Federal Subsidy ²	Net Interest	Net Debt Service	Total Net Debt Service
2013	\$ -	\$ -	\$ -	\$ 404,368	\$ (341,738)	\$ 62,630	\$ 62,630	\$ 101,014
2014	-	-	-	841,460	(722,815)	118,645	118,645	482,095
2015	-	-	-	841,460	(722,037)	119,424	119,424	478,599
2016	-	-	-	841,460	(725,931)	115,529	115,529	469,004
2017	-	-	-	841,460	(725,931)	115,529	115,529	463,304
2018	-	-	-	841,460	(725,931)	115,529	115,529	457,604
2019	-	-	-	841,460	(725,931)	115,529	115,529	466,754
2020	-	-	-	841,460	(725,931)	115,529	115,529	710,429
2021	-	-	-	841,460	(725,931)	115,529	115,529	890,779
2022	539,557	(4,017)	535,540	841,460	(725,931)	115,529	651,069	1,075,532
2023	1,105,670	(16,294)	1,089,376	841,460	(725,931)	115,529	1,204,905	1,204,905
2024	1,159,971	(33,222)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2025	1,177,436	(50,686)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2026	1,195,164	(68,414)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2027	1,213,159	(86,409)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2028	1,231,424	(104,674)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2029	1,249,965	(123,215)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2030	1,268,785	(142,035)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2031	1,287,888	(161,138)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2032	1,307,279	(180,529)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2033	1,326,961	(200,212)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2034	1,346,940	(220,191)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2035	1,367,220	(240,470)	1,126,750	841,460	(725,931)	115,529	1,242,279	1,242,279
2036	1,252,581	(125,831)	1,126,750	420,730	(362,966)	57,765	1,184,514	1,184,514
Total	\$ 18,030,000	\$ (1,757,336)	\$ 16,272,664	\$ 19,337,221	\$ (16,668,178)	\$ 2,669,043	\$ 18,941,707	\$ 22,891,879

¹ Hypothetical Sinking Fund Earnings assumed at 1.5%

² Federal subsidy rate shown net of Federal Sequester reductions. Assumes the 6.8% reduction remains in place after 2024.

- QSCB Federal Tax Credit Rate Subsidy (Column J): 4.026%²
- Assumed Sinking Fund Yield (at pricing): 1.500%
- Permitted Sinking Fund Yield: 3.100%
- Estimated Current Market Sinking Fund Yield: 2.250%

2012A (QSCB) and 2012B (Tax-Exempt) Limited Obligation Bonds



Net Debt Service and Potential Sinking Fund Investment – PSFY Earnings (3.10%)

Series 2012B: Tax-Exempt

A	B	C	D
			A+B
FY	Principal	Tax -Exempt Interest	Debt Service
2013	\$ -	\$ 38,384	\$ 38,384
2014	285,000	78,450	363,450
2015	285,000	74,175	359,175
2016	285,000	68,475	353,475
2017	285,000	62,775	347,775
2018	285,000	57,075	342,075
2019	300,000	51,225	351,225
2020	555,000	39,900	594,900
2021	755,000	20,250	775,250
2022	420,000	4,463	424,463
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
Total	\$ 3,455,000	\$ 495,172	\$ 3,950,172

Series 2012A: Taxable QSCB

E	F	G	H	I	J	K	L	M
			F-G			I-J	H+K	D+L
FY	Gross Sinking Fund Deposit	Sinking Fund Earnings ¹	Net Sinking Fund Deposit	Taxable Interest	Federal Subsidy ²	Net Interest	Net Debt Service	Total Net Debt Service
2013	\$ -	\$ -	\$ -	\$ 404,368	\$ (341,738)	\$ 62,630	\$ 62,630	\$ 101,014
2014	-	-	-	841,460	(722,815)	118,645	118,645	482,095
2015	-	-	-	841,460	(722,037)	119,424	119,424	478,599
2016	-	-	-	841,460	(725,931)	115,529	115,529	469,004
2017	-	-	-	841,460	(725,931)	115,529	115,529	463,304
2018	-	-	-	841,460	(725,931)	115,529	115,529	457,604
2019	-	-	-	841,460	(725,931)	115,529	115,529	466,754
2020	-	-	-	841,460	(725,931)	115,529	115,529	710,429
2021	-	-	-	841,460	(725,931)	115,529	115,529	890,779
2022	539,557	(8,301)	531,256	841,460	(725,931)	115,529	646,785	1,071,247
2023	1,105,670	(33,875)	1,071,795	841,460	(725,931)	115,529	1,187,324	1,187,324
2024	1,159,971	(69,545)	1,090,426	841,460	(725,931)	115,529	1,205,955	1,205,955
2025	1,177,436	(106,918)	1,070,519	841,460	(725,931)	115,529	1,186,048	1,186,048
2026	1,195,164	(145,458)	1,049,706	841,460	(725,931)	115,529	1,165,235	1,165,235
2027	1,213,159	(185,202)	1,027,957	841,460	(725,931)	115,529	1,143,486	1,143,486
2028	1,231,424	(226,187)	1,005,237	841,460	(725,931)	115,529	1,120,766	1,120,766
2029	1,249,965	(268,453)	981,511	841,460	(725,931)	115,529	1,097,041	1,097,041
2030	1,268,785	(312,040)	956,745	841,460	(725,931)	115,529	1,072,274	1,072,274
2031	1,287,888	(356,988)	930,900	841,460	(725,931)	115,529	1,046,429	1,046,429
2032	1,307,279	(403,340)	903,938	841,460	(725,931)	115,529	1,019,467	1,019,467
2033	1,326,961	(451,141)	875,820	841,460	(725,931)	115,529	991,349	991,349
2034	1,346,940	(500,435)	846,506	841,460	(725,931)	115,529	962,035	962,035
2035	1,367,220	(551,268)	815,952	841,460	(725,931)	115,529	931,481	931,481
2036	1,252,581	(290,859)	961,722	420,730	(362,966)	57,765	1,019,487	1,019,487
Total	\$ 18,030,000	\$ (3,910,010)	\$ 14,119,990	\$ 19,337,221	\$ (16,668,178)	\$ 2,669,043	\$ 16,789,034	\$ 20,739,205

¹ Hypothetical Sinking Fund Earnings assumed at 3.1%

² Federal subsidy rate shown net of Federal Sequester reductions. Assumes the 6.8% reduction remains in place after 2024.

- QSCB Federal Tax Credit Rate Subsidy (Column J): 4.026%²
- Assumed Sinking Fund Yield (at pricing): 1.500%
- Permitted Sinking Fund Yield: 3.100%
- Estimated Current Market Sinking Fund Yield: 2.250%

2012A (QSCB) and 2012B (Tax-Exempt) Limited Obligation Bonds

Net Debt Service and Potential Sinking Fund Investment – Current Market Earnings (2.25%)



Series 2012B: Tax-Exempt

A	B	C	D
			A+B
FY	Principal	Tax -Exempt Interest	Debt Service
2013	\$ -	\$ 38,384	\$ 38,384
2014	285,000	78,450	363,450
2015	285,000	74,175	359,175
2016	285,000	68,475	353,475
2017	285,000	62,775	347,775
2018	285,000	57,075	342,075
2019	300,000	51,225	351,225
2020	555,000	39,900	594,900
2021	755,000	20,250	775,250
2022	420,000	4,463	424,463
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
Total	\$ 3,455,000	\$ 495,172	\$ 3,950,172

Series 2012A: Taxable QSCB

E	F	G	H	I	J	K	L	M
			F-G			I-J	H+K	D+L
FY	Gross Sinking Fund Deposit	Sinking Fund Earnings ¹	Net Sinking Fund Deposit	Taxable Interest	Federal Subsidy ²	Net Interest	Net Debt Service	Total Net Debt Service
2013	\$ -	\$ -	\$ -	\$ 404,368	\$ (341,738)	\$ 62,630	\$ 62,630	\$ 101,014
2014	-	-	-	841,460	(722,815)	118,645	118,645	482,095
2015	-	-	-	841,460	(722,037)	119,424	119,424	478,599
2016	-	-	-	841,460	(725,931)	115,529	115,529	469,004
2017	-	-	-	841,460	(725,931)	115,529	115,529	463,304
2018	-	-	-	841,460	(725,931)	115,529	115,529	457,604
2019	-	-	-	841,460	(725,931)	115,529	115,529	466,754
2020	-	-	-	841,460	(725,931)	115,529	115,529	710,429
2021	-	-	-	841,460	(725,931)	115,529	115,529	890,779
2022	539,557	(6,025)	533,532	841,460	(725,931)	115,529	649,061	1,073,523
2023	1,105,670	(24,509)	1,081,161	841,460	(725,931)	115,529	1,196,690	1,196,690
2024	1,159,971	(50,133)	1,109,838	841,460	(725,931)	115,529	1,225,367	1,225,367
2025	1,177,436	(76,762)	1,100,674	841,460	(725,931)	115,529	1,216,203	1,216,203
2026	1,195,164	(103,993)	1,091,171	841,460	(725,931)	115,529	1,206,700	1,206,700
2027	1,213,159	(131,841)	1,081,318	841,460	(725,931)	115,529	1,196,847	1,196,847
2028	1,231,424	(160,318)	1,071,106	841,460	(725,931)	115,529	1,186,635	1,186,635
2029	1,249,965	(189,440)	1,060,525	841,460	(725,931)	115,529	1,176,054	1,176,054
2030	1,268,785	(219,221)	1,049,564	841,460	(725,931)	115,529	1,165,093	1,165,093
2031	1,287,888	(249,676)	1,038,212	841,460	(725,931)	115,529	1,153,741	1,153,741
2032	1,307,279	(280,820)	1,026,459	841,460	(725,931)	115,529	1,141,988	1,141,988
2033	1,326,961	(312,668)	1,014,293	841,460	(725,931)	115,529	1,129,822	1,129,822
2034	1,346,940	(345,237)	1,001,703	841,460	(725,931)	115,529	1,117,232	1,117,232
2035	1,367,220	(378,543)	988,677	841,460	(725,931)	115,529	1,104,206	1,104,206
2036	1,252,581	(198,845)	1,053,736	420,730	(362,966)	57,765	1,111,500	1,111,500
Total	\$ 18,030,000	\$ (2,728,031)	\$ 15,301,969	\$ 19,337,221	\$ (16,668,178)	\$ 2,669,043	\$ 17,971,012	\$ 21,921,184

¹ Hypothetical Sinking Fund Earnings assumed at 2.25%

² Federal subsidy rate shown net of Federal Sequester reductions. Assumes the 6.8% reduction remains in place after 2024.

- QSCB Federal Tax Credit Rate Subsidy (Column J): 4.026%²
- Assumed Sinking Fund Yield (at pricing): 1.500%
- Permitted Sinking Fund Yield: 3.100%
- Estimated Current Market Sinking Fund Yield: 2.250%



Potential Investment Options for Sinking Fund

- There are three major classes of investment options available for the investment of Sinking Funds:
 - Pooled Investment Funds (e.g. NCCMT).
 - Individual Securities (e.g. Treasury Bonds and Notes).
 - Investment Agreements.
 - An Investment Agreement is a contract providing for the lending of issuer funds to a financial institution, which agrees to repay the funds with interest under predetermined specifications.



Potential Next Steps

- Engage an Investment Advisor who can assist the County to:
 - Review investment options for the Sinking Funds allowable under North Carolina Law and the County’s Bond Documents;
 - Evaluate the benefits and risks of the potential investment options;
 - Assess the market conditions; and,
 - Advise staff through the investment process.
- Coordinate the Working Group for the investment process.
- Solicit proposals from investment providers active in the marketplace.
- Negotiate terms and conditions with potential providers.
- Execute Investment Agreement.



1999 Bank of America IPC Refunding Summary

Overview of Proposed 1999 BOA IPC Refunding



- In December 1999, the County issued a \$9,950,000 Installment Purchase Contract with Bank of America for the benefit of Bertie County Hospital.
 - Interest Rate: 5.50%
 - Payment Dates: Monthly beginning 2/1/2000
 - Final Maturity: 1/1/2022
 - Par Amount Outstanding: \$4,353,075 (as of 10/1/2015)
 - Call Provisions: Callable at 101.5% from 9/1/2014 – 8/1/2017
Callable at 100% from 9/1/2017 – 1/1/2022

- Currently, Vidant Health pays the debt service directly to Bank of America.

- The County could consider refunding this Installment Purchase Contract on behalf of the Hospital. In order for the County to benefit from the refunding, the County would need to come to an agreement with the Hospital regarding a mutually acceptable allocation of the savings.

1999 Bank of America IPC

Current Market Refunding Results



Summary of Refunding Results

Bonds Refunded

Par Refunded	\$	4,206,914
Coupon		5.500%
Call Date		Current
Call Price		101.50%
Maturities Refunded		2/1/2016 - 1/1/2022

Refunding Bonds

Bond Par Amount	\$	4,415,000
Final Maturity		1/1/2022
True Interest Cost		2.766%
All-In TIC		3.770%

Savings

Gross Savings	\$	170,522
Net PV Savings	\$	157,752
Net PV Savings %		3.750%
Average Annual Savings	\$	24,360

Negative Arbitrage

Arbitrage Yield		2.766%
Escrow Yield		N/A
Negative Arbitrage		N/A

Annual Savings

Year	Net Prior Bond Debt Service	Net Refunding Debt Service	Annual Savings
6/30/2016	344,438	334,852	9,585
6/30/2017	826,650	796,752	29,898
6/30/2018	826,650	798,461	28,189
6/30/2019	826,650	798,615	28,035
6/30/2020	826,650	797,217	29,433
6/30/2021	826,650	798,248	28,402
6/30/2022	482,212	465,233	16,979

Total	\$	4,959,900	\$	4,789,378	\$	170,522
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Notes:

- Net of Fixed Cost of Issuance of \$125,000.
- Interest rates are preliminary and subject to change.
- Assumes a closing date of 1/14/2016.

Potential Next Steps



- If the County Board would like to explore this refunding approach, Davenport would recommend the following next steps:
 - County Staff, County Attorney, Bond Counsel, and Financial Advisor complete due diligence on potential refunding, including tax implications.
 - County approaches the Hospital to discuss the potential refunding opportunity and negotiate the possible allocation of savings between the County and the Hospital.
 - Issue RFP to banks to determine actual interest rates available.
 - County Board and Hospital Board approve the refunding and savings distributions.

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Bertie County

Board of Commissioners



November 2, 2015

4:00pm

Chairman	Ronald "Ron" Wesson	District 1
	Stewart White	District II
Vice Chairman	Tammy A. Lee	District III
	John Trent	District IV
	Ernestine (Byrd) Bazemore	District V

BERTIE COUNTY BOARD OF COMMISSIONERS

November 2, 2015

Meeting Agenda

Windsor

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

2:00 Work Session –

- 1) Review OPEB strategies regarding unfunded accrued liability for retiree health insurance—Discussion led by Ms. Elizabeth Wright, Managing Director, Cavanaugh Macdonald Consulting, LLC regarding actuarial study alternatives
- 2) Review QSCB sinking fund requirements related to high school project debt service—Discussion led by Mr. Ted Cole, Davenport Financial advisor for the County’s long term debt

4:00-4:05 Call to Order and Welcome by Chairman Wesson (Commissioners Room, Windsor)

4:05-4:10 Invocation and Pledge of Allegiance by Commissioner Trent

4:10-4:25 Public Comments (*3 minute limit per person*)

(A)

***** APPOINTMENTS *****

4:25-4:35 Pierce Lane concerns by homeowner, Terry Pierce

4:35-4:45 New school year update by Founding Executive Director of Heritage Collegiate Leadership Academy, Dr. Kashi B. Hall

4:45-4:55 Agency program update by Teresa Cole, Director of the Albemarle Regional Library System

4:55-5:05 Agency program update by Dianne Cowand of the Bertie County Humane Society

Board Appointments (B)

1. There are no Board Appointments.

Consent Agenda (C)

1. Accept Register of Deeds Fees Report – October 2015
2. Approve minutes for Work Session 10-26-15
3. Approve minutes for Closed Session 10-26-15
4. Approve minutes for Regular Session 10-26-15
5. Accept Senior Center General Purpose Funding – FY 2015-2016 Application

*****OTHER ITEMS*****

1. Tax Administrator’s reappointment – 4 years

Discussion Agenda (D)

1. Project Updates
2. Items Pending

Commissioners’ Reports (E)

County Manager’s Reports (F)

County Attorney’s Reports (G)

Public Comments Continued
(3 minute limit per person)

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.

Pursuant to N.C.G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approves the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

Pursuant to N.C.G.S. § 143-318.11(a)(5) to establish, or to instruct the public body’s staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

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.

Adjourn



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: A-1

DEPARTMENT: N/A

SUBJECT: Pierce Lane concerns by homeowner, Terry Pierce

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):
FYI; no action needed.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: A-2

DEPARTMENT: N/A

SUBJECT: New school year update by Founding Executive Director of Heritage Collegiate Leadership Academy, Dr. Kashi B. Hall

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):
FYI; no action needed.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: A-3

DEPARTMENT: N/A

SUBJECT: Agency program update by Teresa Cole, Director of the Albemarle Regional Library System

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):
FYI; no action needed.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: This is a part of the Board's recent initiative to secure programmatic updates from the various agencies, boards, and committees who currently receive Bertie County resident appointments, or who receive funding from the County.



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: October 5, 2015

AGENDA ITEM: A-4

DEPARTMENT: N/A

SUBJECT: Agency program update by Dianne Cowand of the Bertie County Humane Society

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):
FYI; no action needed.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: This is a part of the Board's recent initiative to secure programmatic updates from the various agencies, boards, and committees who currently receive Bertie County resident appointments, or who receive funding from the County.



Bertie County

Board of Commissioners

ITEMS ABSTRACTS

MEETING DATE: November 2, 2015

AGENDA ITEM: C-1

DEPARTMENT: Register of Deeds

SUBJECT: Accept Register of Deeds Fees Report – October 2015

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF NEEDED ACTION(S):

It is request that this item be approved as presented.

ATTACHMENTS: See handout.

LEGAL REVIEW PENDING: No

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: C-2

DEPARTMENT: N/A

SUBJECT: Approve minutes for Work Session 10-26-15

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF NEEDED ACTION(S):

It is requested that the Board approve the minutes for the Work Session held on 10-26-15.

If changes have not yet been received by the County Attorney, it is requested that these minutes be fully approved once those changes are provided.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: N/A

Windsor, North Carolina
October 26, 2015
Work Session

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 2:00pm at 106 Dundee Street, Windsor, NC. The following members were present or absent:

Present: Ronald "Ron" Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
Assistant County Attorney Jonathan Huddleston
Finance Officer William Roberson
Economic Development Director Steve Biggs
Parks and Recreation Director Donna Mizelle

CALL TO ORDER

Chairman Wesson called the meeting to order, and thanked those present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Bazemore led the Invocation and Pledge of Allegiance.

APPOINTMENTS

Presentation of playground design proposals – Cunningham Recreation and Carolina Parks & Play

Bliss Products and Services, Inc.

Due to scheduling conflicts, this vendor had to be rescheduled to a later meeting date.

Carolina Parks & Play

Dan McSweeney, Customer Service Representative of Carolina Parks & Play/Landscape Structures, was present to provide the Board with a brief presentation of his recently submitted proposal.

Cunningham Recreation

Scott Cunningham, Josh Hartley, and Josh _____ were present from Cunningham Recreation/Game Time to provide the Board with a brief presentation of their recently submitted proposal.

The Board discussed each presentation and informed each vendor that a decision on a vendor would be available within two weeks.

County Manager updates and review of November 2nd agenda items

Due to time constraints, this item was omitted from this meeting.

However, the County Manager requested a brief Closed Session.

Closed Session - N.C.G.S. § 143-318.11(a)(3),(4),(5), and (6)

Commissioner Bazemore made a **MOTION** to 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. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board shifts into Closed Session.

CLOSED SESSION

Commissioner Bazemore made a **MOTION** to return to Open Session. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

RECESS

Chairman Wesson called a brief recess until 7:00PM for the Board's next regularly scheduled meeting in Lewiston-Woodville.

Ronald D. Wesson, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: C-3

DEPARTMENT: N/A

SUBJECT: Approve minutes for Closed Session 10-26-15

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF NEEDED ACTION(S):

It is requested that the Board approve the minutes for the Regular Session held on 10-26-15.

If changes have not yet been received by the County Attorney, it is requested that these minutes be fully approved once those changes are provided.

ATTACHMENTS: See envelope.

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: C-4

DEPARTMENT: N/A

SUBJECT: Approve minutes for Regular Session 10-26-15

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF NEEDED ACTION(S):

It is requested that the Board approve the minutes for the Regular Session held on 10-26-15.

If changes have not yet been received by the County Attorney, it is requested that these minutes be fully approved once those changes are provided.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: Yes

ITEM HISTORY: N/A

Lewiston-Woodville, North Carolina
October 26, 2015
Regular Meeting

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 7:00pm at Perdue Farms located at 3539 Governors Road, Lewiston-Woodville, NC. The following members were present or absent:

Present: Ronald "Ron" Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
Assistant County Attorney Lloyd Clifton Smith, III.
Finance Officer William Roberson
Network Systems Administrator Joe Wilkes
Planning Director Traci White
Nuisance Abatement Officer Barry Anderson
Human Resources Director Carolyn Fornes
Register of Deeds Annie Wilson

Gene Motley of the Roanoke-Chowan News Herald and Barry Ward of the Bertie-Ledger Advance were present from the media.

CALL TO ORDER

Chairman Wesson called the meeting to order, and thanked those present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Bazemore led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Patricia Ferguson of Powellsville shared her concerns about two issues: the first regarding House Bill 318, and the second regarding dangerous crossing conditions for students at Bertie High School. Ms. Ferguson urged the Board to contact the State about their disapproval of House Bill 318, as well as to consider a meeting with Superintendent Elaine White regarding the conditions for students to cross the street at Bertie High School near Windsor.

Chairman Wesson stated that he had previously sent a letter to the State regarding the Board's disapproval of House Bill 318, and that he has since received a reply back from Senator Howard Hunter. Mr. Wesson read that letter aloud, and also stated that he would actually be meeting with Superintendent White in the morning on another matter, and that he would be sure to mention the concerns at Bertie High School.

Henry Boschen, a Roxobel Commissioner, requested an update from the Board regarding the County's implementation of a pressure pump for the Town of Roxobel's water system.

Chairman Wesson and Commissioner Trent both reported that the issue was much bigger than a pressure pump and that work was currently underway to address many of the water system's limitations.

Additionally, County Manager Sauer reported that after an early morning meeting with Water Superintendent, Ricky Spivey, that a new, temporary solution could be attained in the form of an in-line submersible water pump. This temporary solution could simply supplement the system until the permanent fix could be completed. The in-line submersible pump would also be an affordable option in the meantime.

Ollie Bond of Lewiston-Woodville reported a concern she had about several of her latest water bills. She stated that they seemed abnormally high as she knew she did not require that much water use, and that she would like for the Commissioners to assist her in finding a solution.

Chairman Wesson stated that he would follow up this evening with Water Superintendent, Ricky Spivey, at the end of the meeting and work to find a solution for Ms. Bond.

APPOINTMENTS

Agency program update by Joe Huff and Tom Stroud of Partnership for the Sounds

Joe Huff, Site Manager of the Roanoke-Cashie River Center, was present with Tom Stroud of Partnership for the Sounds were present to present a quick update to the Board.

Mr. Huff began by thanking the Board for all of its support over the years and began listing all of the Center's latest events including Bee Awareness Days, children's camps, various annual festivals, as well as stating that the Center has also become a destination spot for wedding receptions, reunions, and children's camps.

Additionally, Mr. Huff informed the Board of upcoming events including a full moon paddle on the Cashie on November 11, as well as a Food & Craft Day on November 21st. He also stated that more events were to be scheduled in the month of December for the holiday season.

Tom Stroud of Partnership for the Sounds also thanked the Board for its continued support, and discussed the mission of the organization which is to provide eco-tourism resources and education to local communities. Mr. Stroud stated that the Partnership is funded through local, State, and grant funds.

The Board thanked Mr. Huff and Mr. Stroud for their presentation, and commended them for their efforts in providing programs for all ages in the County.

Agency program update by Executive Director, Heidi Bonislawski, of the Bertie County/Windsor YMCA

Heidi Bonislawski, Executive Director of the Bertie County/Windsor YMCA, was present to provide a quick update to the Board regarding her latest efforts to bring community recreational programs to the municipalities of the County.

She thanked the Board for their suggestion to reach out to the faith-based community for survey responses regarding needed recreational programs in their areas.

Ms. Bonislawski stated that she had currently received over 60 survey responses from the targeted areas of Colerain, Aulander, and Lewiston-Woodville. She stated that she was now able to begin the process of receiving feedback through various public forums.

Public forums in each community are slated to take place between now and the end of the year.

Commissioner Trent commended Ms. Bonislawski, as well as Parks and Recreation Director, Donna Mizelle, for their consistent and diligent efforts in bringing this initiative to life.

Additionally, Ms. Bonislawski briefly discussed a grant funded program entitled "The Healthy Living Program" which was designed to teach healthier eating and lifestyle habits to adults. Ms.

Bonislawski requested that the Board assist in finding a grant that could continue this program as participants who completed it lost a combined total of 238 pounds.

BOARD APPOINTMENTS

Lawrence Memorial Library Board

Commissioner Bazemore made a **MOTION** to reappoint Daphne Bond to the Lawrence Memorial Library Board. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Jury Commission

County Manager Sauer reported that a new application had been received prior to the Board's 2:00PM meeting from Mr. Vernon Lee to serve on the Jury Commission.

County Manager Sauer reiterated to the Board that the Jury Commission is a very important board and recommended that the Board accept Mr. Lee's application so that the Clerk of Court, Vasti F. James, could continue on with her work as needed for this board.

Chairman Wesson made a **MOTION** to appoint Mr. Vernon Lee to the Jury Commission as recommended by the County Manager. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

Chairman Wesson reiterated a new protocol for consideration of consent agenda items, many of which are administrative in nature and have been previously discussed or approved at a previous meeting.

However, he wanted to specify that tonight's consent items would be an exception.

Chairman Wesson made a **MOTION** to approve the Consent Agenda items C-1 to C-4. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The following items were approved under this motion:

1. **Minutes** for Work Session 10-5-15, Regular Session 10-5-15, and Closed Session 10-5-15
2. **Release Journal** for September 2015
3. **Grant Contract and budget amendment** for handicap accessible playground

After some discussion, Commissioner Bazemore made a **MOTION** to approve only the grant contract. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

4. **Letter and Resolution of Support** for a Criminal Justice program at MCC

Chairman Wesson requested that Clerk to the Board, Sarah S. Tinkham, read the Resolution of Support for a Criminal Justice program at MCC into the record.

After doing so, Commissioner Bazemore made a **MOTION** to approve the Resolution as requested. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Resolution reads as follows:



BERTIE COUNTY

106 DUNDEE STREET
POST OFFICE BOX 530
WINDSOR, NORTH CAROLINA
27983
(252) 794-5300
FAX: (252) 794-5327
WWW.CO.BERTIE.NC.US

**BOARD OF
COMMISSIONERS**

RONALD "RON" WESSON, Chairman
TAMMY A. LEE, Vice-Chairman
JOHN TRENT
ERNESTINE (BYRD) BAZEMORE
STEWART WHITE

**RESOLUTION OF SUPPORT FOR MARTIN COMMUNITY COLLEGE TO OFFER
AN ASSOCIATE DEGREE IN CRIMINAL JUSTICE TECHNOLOGY**

WHEREAS, the mission of the North Carolina Community College System is to open the door to high quality, accessible education opportunities that minimize barriers to post-secondary education, maximize student success and, develop a globally and multi-culturally competent workforce, and improve the lives and well-being of individuals, and Whereas, the Bertie Correctional Institution, with an inmate capacity of 1400 (the largest in the region) is in the MCC service area, and

WHEREAS, the Bertie County Commissioners are committed to providing accessible training and education for its citizens as evidenced by its support and funding for the Martin Community College (MCC) Satellite Campus located in Windsor, which is in MCC's Service Area, and

WHEREAS, the Bertie County Commissioners are committed to work force development, and to providing educational opportunities that will prepare enhance economic development initiatives and prepare its citizens for jobs, and

WHEREAS, the Bertie Correctional Institution is located less than 10 miles from MCC's well-equipped, 12,000 square foot campus in Windsor, and

WHEREAS, the Bertie Correctional Institution is the largest in the region and state and houses over 1400 inmates with a staff of almost 500, and

WHEREAS, The Bureau of Labor Statistics also states there are 6,160 Protective Services jobs in the Northeastern North Carolina Nonmetropolitan Area, which includes Beaufort, Bertie, Camden, Carteret, Chowan, Craven, Dare, Gates, Halifax, Hertford, Hyde, Martin, Northampton, Pamlico, Pasquotank, Perquimans, Tyrrell, and Washington counties, has a great need for consistent, affordable and convenient protective services training that includes Criminal Justice Technology, and

WHEREAS, the Bertie Correctional Institution is in MCC's Service Area, training and education has been provided by MCC since its opening in 2006, and

WHEREAS, the Bertie Correctional Institution has difficulty employing and retaining correctional officer, MCC should provide a Criminal Justice Technology program so that citizens

have the opportunity for an education that prepares them for work at the Bertie Correctional Institution and/or other positions in the Department of Public Safety, and

WHEREAS, data from the May 2014 Bureau of Labor Statistics states that the annual mean wage for a correctional officer in Northeastern NC is \$30,570 and 2010 U.S. Census data places the median household income in Bertie County at \$30,586, and

WHEREAS, Martin Community College is the only college of the six community colleges in Northeastern NC and one of the only 10 within NC's 58 community colleges that does not offer a Criminal Justice Degree program, and

WHEREAS, the Criminal Justice Technology program should be offered by MCC so that citizens in its Service Area have ready access to the program without having to drive excessive distances, and

WHEREAS, Bertie County Schools will launch its pilot Public Safety Cadet program in January 2016 and its students will be able to earn college credit courses in criminal justice at MCC that will enable them to complete an Associate Degree in Criminal Justice Technology, and

WHEREAS, graduates of the Bertie County Schools Cadet Program MCC's Associate Degree in Criminal Justice Technology will be prepare them to begin work as a correctional employee at the Bertie Correctional Institute or in another position within the Department of Public Safety, and

WHEREAS, Elizabeth City State University (ESCU) and MCC are currently discussing a collaboration on a criminal justice degree that would enable graduates of the Bertie High School Cadet Program and MCC's Associate Degree in Criminal Justice to transfer to ESCU to earn a Bachelor's and/or a Master' degree in the criminal justice or public safety field, and

THEREFORE, BE IT RESOLVED, the Bertie County Commissioners enthusiastically endorse the addition of an Associate Degree in Criminal Justice Technology to the curriculum of Martin Community College.

Adopted the 26th day of October, 2015.



Ronald D. Wesson, Chairman
Bertie County Board of Commissioners

Attest:



Sarah S. Tinkham, Clerk to the Board

5. **Offer to purchase surplus property** located at 249 White Oak Road – Bertie County Board of Education

After some discussion, Vice Chairman Lee made a **MOTION** to reject the offer to purchase the respective piece of surplus property. Commissioner Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

6. **Budget Amendment 16-05**

Commissioner Bazemore made a **MOTION** to approve Budget Amendment #16-05. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Budget Amendment #16-05 reads as follows:

BUDGET AMENDMENT

16-05

<p>DECREASE</p> <p>12-0025-4586-02 \$ 4,253</p> <p>INCREASE</p> <p>10-0090-4991-99 \$ 30,007</p>	<p>DECREASE</p> <p>12-5380-5399-60 \$ 4,253</p> <p>DECREASE</p> <p>10-0025-4586-02 \$ 23,775</p> <p>INCREASE</p> <p>10-5860-5220-00 \$ 4,223</p> <p>10-5860-5240-00 \$ 2,000</p> <p>10-5860-5399-22 \$ 9</p>
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REDUCE BUDGET FROM HCCBG AND REALLOCATE FUNDS (MID-EAST)

<p>INCREASE</p> <p>10-5860-5399-95 \$ 29,350 EDTAP</p> <p>12-5380-5399-95 \$ 19,566 EDTAP</p> <p>12-5380-5399-94 \$ 7,588 WF</p> <p>10-6100-5695-20 \$ 50,512 RGP</p>	<p>INCREASE</p> <p>10-0025-4586-03 \$ 29,350</p> <p>12-0025-4586-03 \$ 19,566</p> <p>12-0025-4531-10 \$ 7,588</p> <p>10-0025-4585-04 \$ 50,512</p>
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TO SETUP BUDGET FOR ROAP TRANSPORTATION MONEY FROM STATE

<p>INCREASE</p> <p>10-6120-5499-89 \$ 250,000</p>	<p>INCREASE</p> <p>10-0025-4431-27 \$ 250,000</p>
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TRILLIUM HEALTH RESOURCES GRANT FOR HANDICAP ACCESSIBLE PLAYGROUND

<p>INCREASE</p> <p>10-4950-5399-30 \$ 1,175 EFNEP</p> <p>10-4950-5399-32 \$ 1,426 ESMMWL</p> <p>10-4950-5399-37 \$ 284 4H COOK</p> <p>10-5860-5399-50 \$ 124 2HOT2TROT</p> <p>10-5860-5399-05 \$ 2,384 SHIIP</p> <p>10-6120-5399-15 \$ 148 SEN MOVE</p> <p>12-5380-5399-95 \$ 1,336 EDTAP</p>	<p>INCREASE</p> <p>10-0090-4991-99 \$ 6,877</p>
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TO BRING OVER UNSPENT GRANT MONEY FROM

- COOP - EXPANDED FOOD & NUTRITION
- COOP - EAT SMART-MOVE MORE
- COOP - 4-H COOKING CAMP
- COA - 2HOT2TROT
- COA - SHIIP
- P/REC - SENIORS ON THE MOVE
- DSS - ROAP MONEY- EDTAP

DISCUSSION

Review and consider municipal requests for litter, solid waste, and other code enforcement concerns: a) Kelford request dated 10-5-15, b) draft interlocal agreement, c) Solid Waste Ordinance, d) Junkyard and abandoned motor vehicle ordinance

Planning Director, Traci White, and Nuisance Abatement Officer, Barry Anderson, were present for this portion of the meeting.

Mrs. White reported that the County had received a request from the Town of Kelford, as well as the Town of Roxobel (received at the beginning of this meeting) that have requested that the County enforce its litter and solid waste ordinance codes.

Chairman Wesson stated that he did not think the idea was a bad notion but that he wanted Mrs. White to be sure that the County could handle these requests if more were received in the future.

Mrs. White stated that she was confident that the County could handle the Town of Kelford and Town of Roxobel as they are fairly small, but that if more requests were received from the larger townships, that additional staff may have to be considered.

Commissioner White inquired to Mr. Anderson if this new change would adversely impact his current schedule.

Mr. Anderson stated that he was confident that he could handle these new enforcements as these two towns together are a relatively small section of the County.

They concurred that they would like to receive more information on this initiative, but that they would also like to receive feedback from the County Attorney regarding the proposed inter local agreement before making a final decision.

There was also a brief discussion concerning abandoned motor vehicles, and it was concluded that the County should make every effort to enforce this ordinance across the Board at all times.

Discuss next steps regarding State Health Plan participation, and consider passing resolution securing an application

After some discussion, Commissioner Trent made a **MOTION** to pass the resolution securing an application for the State Health Plan as recommended by the County Manager. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Discuss date for public hearing regarding proposed Land Use Plan

After some discussion, Commissioner Bazemore made a **MOTION** to set the public hearing date of Monday, January 11, 2016 for the proposed Land Use Plan. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

Revisit presentation given by the Charters of Freedom on September 21, 2015 in Roxobel

After some discussion, Vice Chairman Lee made a **MOTION** to move forward and accept the offer from the Charters of Freedom to begin the process of erecting a monument in the County featuring The Constitution, Declaration of Independence, and the Bill of Rights. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

COMMISSIONERS' REPORTS

Commissioner White stated that he had receive a few calls from a citizen regarding hosting church services inside the Council on Aging Building.

County Manager Sauer stated that per the Board's latest review of the Senior Center Policy, the policy does not allow worship or sermon services to take place in that building. However, church sponsored events such as musical performances, for example, were allowed under the policy.

Vice Chairman Lee announced that she had been appointed to the State Public Safety Steering Committee and that her first meeting would take place in Raleigh on November 10th.

Chairman Wesson announced that plans were being finalized to update the South Windsor Water System with the help of grant funding, and that those improvements would begin soon.

Additionally, Mr. Wesson announced that he would be the KeyNote speaker for an event at the prison representing the backpack nutrition program. He thanked the Prison for its offer to present and stated that he was looking forward to thanking the inmates for their combined donation of \$1,500 to the program.

Commissioner Bazemore stated that the first annual foster parent graudation ceremony would take place at the Department of Social Services on November 17th at 6:00PM.

Commissioner Trent provided a short update to the public about the renovation process of the County Courthouse and also recommended the citizens visit Windsor to see the progress first hand.

He also reported that the Bertie Correctional Institution remodel was nearly completed with just some painting and refurbishing of cell block doors remaining.

COUNTY MANAGER'S REPORTS

The County Manger gave no remarks at this time.

ASSISTANT COUNTY ATTORNEY REPORTS

The Assistant County Attorney gave no remarks at this time.

PUBLIC COMMENTS CONTINUED

Monica Lassiter of Windsor commended the Board for its teamwork.

Norman Cherry of Lewiston-Woodville thanked the Board for their dedication to Martin Community College, and updated the Board on new class offerings including a Basic Spanish class due to begin soon. He also updated the Board on the Welding program by stating that the high school students have begun the theoretical portion of the class, and that the hands-on portion would begin once all equipment has been installed. The adult class would also begin soon hopefully before the end of the year.

Dr. Britt, President of Martin Community College, thanked the Board as well for their dedication to MCC and wanted to pass on another thank you to Superintendent Elaine White for providing a classroom space for the new Welding program.

Mayor Vaughan of Lewiston-Woodville thanked the Board for visiting the area tonight, and asked that the Board not forget about "West Bertie."

ADJOURN

Chairman Wesson adjourned the meeting at 8:30PM.

Ronald D. Wesson, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: C-5

DEPARTMENT: Council on Aging

SUBJECT: Accept Senior Center General Purpose Funding – FY 2015-2016 Application

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF NEEDED ACTION(S):

It is requested that the Board approve this item as presented.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: No

ITEM HISTORY: N/A

STATE APPROPRIATION FOR SENIOR CENTERS THROUGH THE 2015
SESSION OF THE
NC GENERAL ASSEMBLY

SENIOR CENTER GENERAL PURPOSE FUNDING

FY 2015-2016 APPLICATION PACKET

Mid-East Commission Area Agency on Aging
1385 John Small Avenue
Washington, NC 27889

The Mid-East Commission Area Agency reserves the right to request additional information, references, to accept or reject any or all proposals to waive technicalities, to accept proposals in whole or in part, and to award a contract(s) which, in the opinion of the grantee, best serves the older adults.

SENIOR CENTER GENERAL PURPOSE FUNDING

Introduction and Instructions

The Mid-East Commission Area Agency is pleased to announce the availability of funds for use by senior centers to support and develop programming and general operations or to construct, renovate, or maintain senior center facilities. \$1,265,316 in general purpose funding was allocated for senior centers for the current fiscal year with a local match of \$421,772 for a grand total of \$1,687,088. This funding is allocated to the Area Agencies on Aging for distribution to the centers within the region which provide full time programs or will utilize the funding to develop full time programs. Across the state, 163 senior centers or developing senior centers will be funded.

The Division of Aging and Adult Services has worked hard to enhance and expand the statewide certification process for senior centers with standards that encourage centers across the state to strive for levels of 'merit' or 'excellence'. An intent of the certification process has been to increase base funding for those who have successfully completed the process. This ensures that funding is being well spent on readily identifiable programs and services and provides an incentive for centers that make investments to meet certification requirements. Therefore in order to provide an incentive to work toward certification, and to reward those who achieve it, the Division has decided to fund senior centers equally, based upon their certification status. Centers of Merit will receive two shares of the funding of non-certified centers and Centers of Excellence will receive three times the funding of non-certified centers. The objectives for this year are to:

- Allocate funding equally to every center, based upon certification status;
- Require documentation and accountability for the use of funding, and;
- Provide incentives for centers to improve themselves through certification.

Again this year it has been decided to divide the annual appropriation into *shares* based on the total number of senior centers as determined by the Area Agencies on Aging plus extra shares for each senior center which

meets certification status. Uncertified, identified centers will receive one share.

For FY 2015-2016, total funding available to the counties in Region Q will amount to \$76,001. Effective period: July 1, 2015-June 30, 2016.

The breakdown of funding for centers in Region Q:

Non-Certified Centers	STATE	LOCAL	TOTAL
Bertie County Senior Center	\$3,800	\$1,267	\$5,067
Bethel Senior Center	\$3,800	\$1,267	\$5,067
Martin County Senior Center	\$3,800	\$1,267	\$5,067
Centers of Excellence			
Grace Martin Harwell Senior Center	\$11,400	\$3,800	\$15,200
Hertford County Senior Center	\$11,400	\$3,800	\$15,200
Pitt County Senior Center	\$11,400	\$3,800	\$15,200
Seniors' Center-Belhaven	\$11,400	\$3,800	\$15,200
Region Total	\$57,000	\$19,001	\$76,001

It is the responsibility of the applicant to certify the availability of the local match. The funds require a 25% local match. The funds must be spent first before reimbursed and before **June 30, 2016**. **Therefore, projected June expenditures must be reported with May services reported in June otherwise the unutilized portion of your allocation will revert to the state.**

Application submissions should include:

- (1) A completed description of proposed activities (add additional pages as needed).
- (2) Certification of the availability of local match.
- (3) A budget for senior center general purpose activities.

APPLICATION FOR SENIOR CENTER GENERAL PURPOSE FUNDING

Applicant Information

Date: 10/22/2015

Project Name: Bertie County Council on Aging Senior Center

Name of Project Director: Venita C. Thompson

Telephone Number: (252) 794-5315 FAX: (252) 794-5351

E-Mail: venita.thompson@bertie.nc.gov

Name and Address of Applicant: Bertie County Council on Aging Senior Center, 103 W. School Street, Windsor, NC 27983

Type of Agency Applying: Private-Non-Profit _____
Public X _____

Location of Project: Bertie County
(county)

ASSURANCES

Bertie County Council on Aging Senior Center (hereinafter referred to as "Subgrantee") HEREBY AGREES THAT it will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; and (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps.

Signature and Title of Authorized Official
[e.g., Director, Board Chairman]

Date

CERTIFICATION OF THE AVAILABILITY OF REQUIRED NON-FEDERAL MATCH FOR SENIOR CENTER GENERAL PURPOSE FUNDING

It is understood that the following required 25 percent non-federal match will be used to match Senior Center General Purpose funds in FY 15-16 and will not be used to match any other federal or state funds during the contract period.

The provider shall expend the award in keeping with the attached project description indicating how funding will be utilized. Funding will not be disbursed until this application is received and approved by the Area Agency on Aging. The contractor shall make a final report indicating how funding was utilized in a format provided by the Area Agency on Aging.

FY 15-16	Example only:
Budget Request \$ _____ 3,800 _____	non certified center: \$4,069

Required 25% Match \$ _____ 1,267 _____	divided by
.75=\$5,425	
	[Total projected budget]

Total FY 15-16	\$5,425 minus \$4,069=
Projected Budget \$ _____ 5,067 _____	\$1,356 [local match]
(up to the amount of the grant)	

Authorized
Signature: _____

Title: _____

Date: _____

SENIOR CENTER GENERAL PURPOSE PROJECT DESCRIPTION

1. Senior Center to receive funding: Bertie County Council on Aging Senior Center
 2. Amount of funding: \$5,067
 3. Area served by Senior Center: Bertie County
-

4. Describe how the funding will be spent:

Volunteer Appreciation	\$ 950
Education fees, registration, workshops, hotels	\$ 500
Older Americans Month activities	\$ 600
Senior Citizens' Prom	\$ 700
Refinishing Gym Floor	\$1,300
Satellite TV services – Aulander & Colerain	\$ 800
Senior Citizens' Christmas Luncheon	\$ 217

STATE APPROPRIATIONS FOR SENIOR CENTER BUDGET
INFORMATION
STATE FISCAL YEAR 2015-16

Organization Name: Bertie County Council on Aging

Senior Center Name: Bertie County Council on Aging Senior Center

Address: 103 W. School Street, Windsor, NC 27983

Period Covered: 07/01/15 Date Prepared: 06/30/16

<u>OBJECTS OF EXPENDITURE</u>	<u>AMOUNT</u>
Salary and Fringe Benefits	\$ _____
Supplies/Other Operating Costs	\$ <u>3,767</u>
Equipment	\$ _____
Capital Outlay (Real Estate, Construction, Renovation)	\$ <u>1,300</u>
Other _____	\$ _____

TOTAL BUDGET (Including local match)\$ 5,067
(Up to grant amount, only)

Each organization that receives, uses or expends any state funds shall use or expend the funds only for the purposes for which they were appropriated by the General Assembly or collected by the State. State funds include federal funds that flow through the state. If the contractor is a governmental entity, such entity is subject to the provisions of the requirements of OMB Circular A-133 and the NC Single Audit Implementations Act of 1987. If the Contractor is a non-governmental entity, such entity is subject to the provisions of G.S. 143-6.2. Additionally, any non-governmental entity except a for-profit corporation is subject to the provisions of OMB Circular A-133.

AUTHORIZED
SIGNATURE: _____

TITLE: _____ DATE: _____



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: Other Items - Appointments and Oath of Office

DEPARTMENT: Tax

SUBJECT: Tax Administrator's reappointment – 4 years

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: Yes, see General Statutes attached.

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: At its regular meeting on November 4, 2013 the Board of Commissioners voted unanimously to appoint Mr. Jodie Rhea to the position of the Tax Administrator for Bertie County. It was understood that the two year appointment would allow Mr. Rhea ample time to complete the State Certification for this position.

Article 16.

County Listing, Appraisal, and Assessing Officials.

§ 105-294. County assessor.

(a) Appointment. – Persons occupying the position of county assessor on July 1, 1983, shall continue in office until the first Monday in July, 1983. At its first regular meeting in July, 1983, and every two years or four years thereafter, as appropriate, the board of county commissioners of each county shall appoint a county assessor to serve a term of not less than two nor more than four years; provided, however, that no person shall be eligible for initial appointment to a term of more than two years unless such person is deemed to be qualified as provided in subsection (b) of this section or has been certified by the Department of Revenue as provided in subsection (c) of this section. The board of commissioners may remove the assessor from office during his term for good cause after giving him notice in writing and an opportunity to appear and be heard at a public session of the board. Whenever a vacancy occurs in this office, the board of county commissioners shall appoint a qualified person to serve as county assessor for the period of the unexpired term.

(b) Persons who held the position of assessor on July 1, 1971, and continue to hold the position, and persons who have been certified for appointment as assessor by the Department of Revenue between July 1, 1971, and July 1, 1983, are deemed to be qualified to serve as county assessor. Any other person selected to serve as county assessor must meet the following requirements:

- (1) Be at least 21 years of age as of the date of appointment;
- (2) Hold a high school diploma or certificate of equivalency, or in the alternative, have five years employment experience in a vocation which is reasonably related to the duties of a county assessor;
- (3) Within two years of the date of appointment, achieve a passing score in courses of instruction approved by the Department of Revenue covering the following topics:
 - a. The laws of North Carolina governing the listing, appraisal, and assessment of property for taxation;
 - b. The theory and practice of estimating the fair market value of real property for ad valorem tax purposes;
 - c. The theory and practice of estimating the fair market value of personal property for ad valorem tax purposes; and
 - d. Property assessment administration.
- (4) Upon completion of the required four courses, achieve a passing grade in a comprehensive examination in property tax administration conducted by the Department of Revenue.

(c) Certification. – Persons meeting all of the requirements of this section shall be certified by the Department of Revenue. From the date of appointment until the date of certification, persons appointed to serve as county assessor are deemed to be serving in an acting capacity. Any person who fails to qualify within two years after the date of initial appointment shall not be eligible for reappointment until all of the requirements have been met.

(d) In order to retain the position of county assessor, every person serving as county assessor, including those persons deemed to be qualified under the provisions of this act, shall, in each period of 24 months, attend at least 30 hours of instruction in the appraisal or assessment of property as provided in regulations of the Department of Revenue.

(e) The compensation and expenses of the county assessor shall be determined by the board of county commissioners.

(f) Alternative to separate office of county assessor. – Pursuant to Act [Article] VI, Section 9 of the North Carolina Constitution, the office of county assessor is hereby declared to be an office that may be held concurrently with any other appointive or elective office except that of member of the board of county commissioners. (1939, c. 310, ss. 400, 401; 1953, c. 970, ss. 1, 2; 1971, c. 806, s. 1; 1973, c. 476, s. 193; 1983, c. 813, s. 2; 1987, c. 45, ss. 1, 2; 1997-23, s. 5.)

§ 105-295. Oath of office for assessor.

The assessor, as the holder of an appointed office, shall take the oath required by Article VI, § 7 of the North Carolina Constitution with the following phrase added to it: "that I will not allow my actions as assessor to be influenced by personal or political friendships or obligations.". The oath must be filed with the clerk of the board of county commissioners. (1939, c. 310, s. 402; 1971, c. 806, s. 1; 1987, c. 45, s. 1; 1991, c. 110, s. 4; 1991 (Reg. Sess., 1992), c. 1007, s. 21.)

**ARTICLE VI
SUFFRAGE AND ELIGIBILITY TO OFFICE**

Sec. 7. Oath.

Before entering upon the duties of an office, a person elected or appointed to the office shall take and subscribe the following oath:

"I, _____, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as _____, and that I will not allow my actions as assessor to be influenced by personal or political friendships or obligations, so help me God."



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: D-1

DEPARTMENT: N/A

SUBJECT: Project Updates

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A



Bertie County

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: November 2, 2015

AGENDA ITEM: D-2

DEPARTMENT: N/A

SUBJECT: Items Pending

COUNTY MANAGER RECOMMENDATION OR COMMENTS: N/A

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): N/A

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: N/A