

Windsor, North Carolina
January 4, 2016
Regular Meeting

The Bertie County Board of Commissioners met for their regularly scheduled meeting at 4:00pm 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
County Attorney Lloyd Smith
Finance Officer William Roberson
Information Systems Administrator Scott Pearce
Planning & Inspections Director Traci White
Emergency Services Director Mitch Cooper
Compliance Officer Stephanie Wiggins
EMS Division Chief Crystal Freeman
Water Superintendent Ricky Spivey
Economic Development Director Steve Biggs
Human Resources Director Carolyn Fornes
Utility Customer Service Manager Connie Coburn

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

CALL TO ORDER

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

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Bazemore led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Nick Shook, representing Heritage Collegiate Leadership Academy (HCLA), was present to request that the Board strongly consider allowing HCLA to use the old Bertie County Public School bus garage as a facility to maintain HCLA's own busses.

HCLA currently does not have a facility that could fit those needs, and mechanics must work outside in the elements to complete any maintenance tasks.

Mr. Morris of Windsor asked for the County to consider extending a water line in his area so that he may then hook to the County Water System.

Commissioner Wesson stated that he had been speaking to Mr. Morris about this request recently, and stated that after preliminary research, it may not be cost effective to fulfill this request. However, he mentioned that the Board would continue to look into this request and see if this extension could be included in any upcoming water system projects.

APPOINTMENTS

Public Hearing – CAMA Land Use Plan – Planning Director, Traci White

Chairman Trent officially opened the Public Hearing.

Planning Director, Traci White, was present to discuss the purpose of today's public hearing which is to receive feedback from the public regarding the recently proposed CAMA Land Use Plan.

The plan was recommended for adoption by the Planning Board in September 2015, and Mrs. White stated that she also recommended the plan for adoption.

The Chairman then opened the floor to public comments.

There were no public comments, and therefore, Commissioner Wesson made a **MOTION** to approve the CAMA Land Use Plan as proposed. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Chairman Trent closed the Public Hearing.

Agency program update and presentation of the 2014 State of the County Health (SOTCH) report for Bertie County by Erin Brabble of Albemarle Regional Health Services (ARHS) and Lisa Phillips of the Partnerships to Improve Community Health (PICH) Grant for Tobacco Free Living

Erin Brabble of Albemarle Regional Health Services and Lisa Phillips of the Partnerships to Improve Community Health Grant for Tobacco Free Living were present at this time.

First, Ms. Brabble summarized a new, pilot wellness program that was just implemented in partnership with Heritage Collegiate Leadership Academy (HCLA).

She stated that the funding Albemarle Regional Health Services received last year from the County has gone to the preparation and implementation of the program including the purchase of educational materials and supplies needed for healthy cooking and health habit demonstrations/lectures.

Ms. Brabble also presented the Three River Health Carolinians 2014 annual State of the County Health (SOTCH) report.

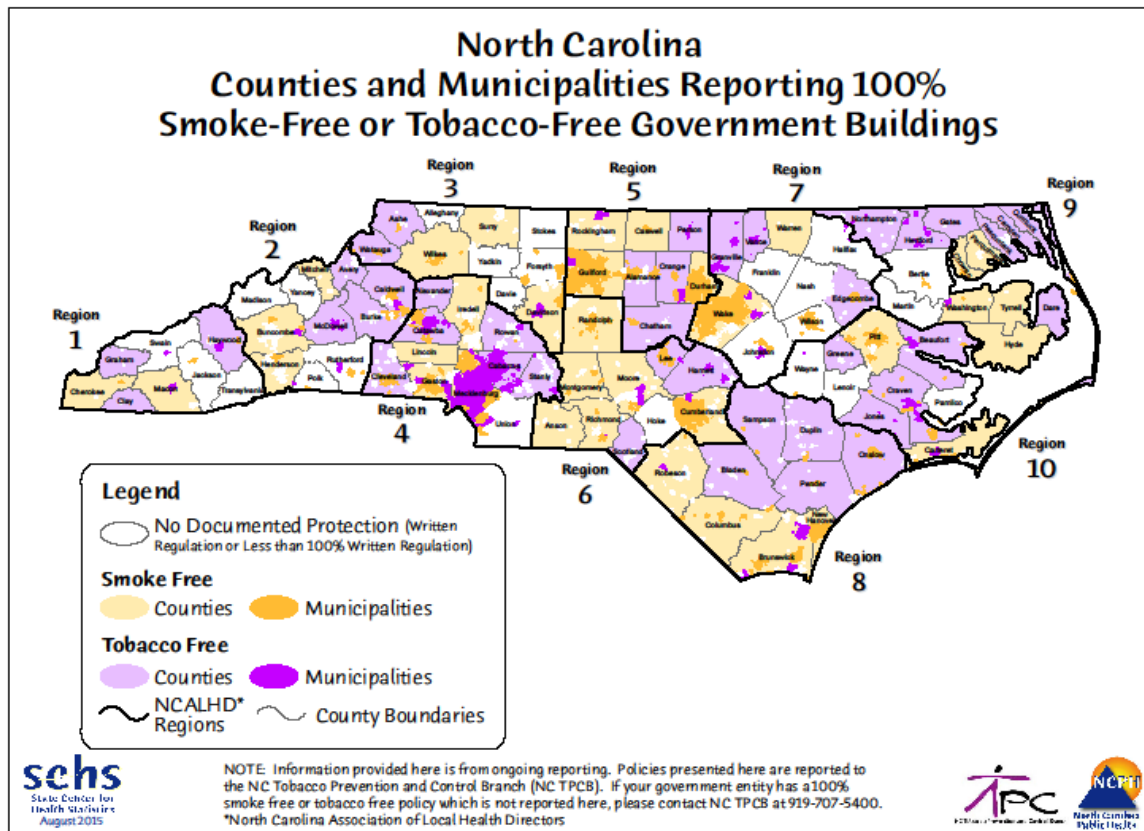
The report highlights that the top causes of health related deaths in the County have been due to Heart Disease, Cancer, and Diabetes.

The report also highlights various ways that ARHS is looking to encourage better habits including more physical activity at walking tracks, as well as a partnership with the faith based community to offer a 9-week, healthy living class through Faithful Families Eating Smart and Moving More.

Ms. Lisa Phillips of the PICH Grant spoke next about the Tobacco-Free Living initiatives in the County, and noted that a lot of work was being done in the County with school aged-children and teens including tobacco-free pledges and various educational events to keep kids and teens informed about the harmful effects of tobacco products.

She also presented the key findings from the Surgeon General's Report. The report found that secondhand smoke causes premature death and disease in non-smokers, and that exposure to secondhand smoke presents adverse effects on the cardiovascular system and presents a higher risk for coronary heart disease, lung cancer, and stroke.

Ms. Phillips also showed the map below which depicts the amount of counties in the State who promote smoke-free facilities:



Ms. Phillips also encouraged anyone interested in a smoke-free lifestyle to use the information below to contact the QuitlineNC help line which is a free service for those looking to end their use of tobacco.

The number is 1-800-QUIT-NOW (1-800-784-8669).

Lastly, Ms. Phillips encouraged the County to consider smoke-free facilities in the County with the following sign examples which would be of no charge to the County:



The Board commended Ms. Brabble and Ms. Phillips for their reports.

Dr. Michael Elam, President of Roanoke-Chowan Community College (RCCC)

Dr. Michael Elam, President of Roanoke-Chowan Community College, was present to give an update regarding a proposed energy performance agreement for cost savings.

Dr. Elam also introduced the new Dean of Finance and Facilities at RCCC, Mr. David Forestor.

Additionally, Dr. Elam stressed that the State is requiring verification of the current year appropriation from each County in RCCC's service area.

For last FY2014-2015, the County appropriated \$55,000 for RCCC.

After some discussion, Vice Chairman Bazemore made a **MOTION** for the County to certify the appropriation of \$55,000 to RCCC for FY2015-2016. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board thanked Dr. Elam for his continued presence in the County and for representing the RCCC well.

Presentation of FY2014-2015 County Audit by Jeff Best of Carrs, Riggs, & Ingram

Jeff Best of Carr, Riggs, & Ingram presented the FY2014-2015 audit to the Board.

Questions from the Board were raised as Mr. Best reviewed each section.

There was some discussion, but no action taken.

Citizens are invited to visit the County website (<https://co.bertie.nc.us>) to download and review the audit. Copies are also available at the County Offices in the Finance Department.

BOARD APPOINTMENTS

Child Fatality Prevention Team (CFPT)

After some discussion, Commissioner Wesson made a **MOTION** to appoint Sandra Williams-McGlone to the Child Fatality Prevention Team pending her submission of an application. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

CONSENT AGENDA

Vice Chairman Bazemore made a **MOTION** to approve the Consent Agenda items C-1 through C-4 as presented. Commissioner Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

1. **Minutes** for Regular Session 12-7-15, Closed Session 12-7-15, and Work Session 12-7-15

2. **Fees Report** – December 2015

3. **Resolution** in support of a regional back-up PSAP project with only Martin County – initially approved by the Board in collaboration with Martin and Beaufort Counties, but since adoption, Beaufort is no longer participating

This item was tabled as more discussion is needed.

DISCUSSION

FYI - Bid specifications and proposed schedule for the QSCB sinking fund

This item was just informational and no action was taken or needed.

FYI - Segal invoice for expense reduction and cost saving results

This item was just informational and no action was taken or needed.

Consider offer to purchase Dr. Jordan’s Office vacant lot – bid received from Dr. Wayne Attkisson in the amount of \$3,000, accept the bid conditionally, and advertise for ten days for an upset bid, with the statement that the County reserves the right to reject any and all bids

County Manager Sauer announced that he had received interest from Dr. Wayne Attkisson to purchase “the old lot of Dr. Jordan’s Office” located on Sterlingworth Street in Windsor. The offer made was \$3,000, and County Manager Sauer recalled that the Board received an offer of \$5,000 approximately one (1) year ago which they later rejected.

Mr. Sauer recommended that the Board conditionally accept this offer pending a 10-day advertising period for upset bids as required by the North Carolina General Statutes.

In addition, County Attorney, Lloyd Smith, reminded the Board that currently, the property is owned by a corporation established by the County that no longer exists, and extra measures would need to be taken in order to properly sell the property. He included two resolutions that would aid in this process, and requested that they be approved.

Commissioner Lee made a **MOTION** to approve the two resolutions as presented. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

The resolutions read as follows:

**RESOLUTION # 1:
BERTIE ALL-COUNTY HEALTH SERVICES, INC. TO TRANSFER TITLE OF ASSETS
TO BERTIE COUNTY**

WHEREAS, Bertie All-county Health Services, Inc. is a non-profit corporation that was created by the County in 1990 in order to manage the health services being provided to the citizens of Bertie County, including the operation of a hospital;

WHEREAS, Bertie All-county Health Services, Inc. (hereinafter referred to as “Bertie All-county Health”) took title to a certain tract of land that is located at 407 Winston Lane, Windsor, NC (hereinafter referred to as “the 407 Winston Lane lot”) by deed dated October 31, 1996 and recorded in Book 733, Page 535 in the Office of the Register of Deeds of Bertie County;

WHEREAS, Bertie Memorial Clinic, Inc. is a non-profit corporation that was created by the County in 1991 as a subsidiary of Bertie All-county Health in order to own and manage a health clinic for the citizens of Bertie County;

WHEREAS, Bertie Memorial Clinic was collapsed into Bertie All-county Health by action of the Board of Bertie All-county health at a meeting of its Board that was held November 30, 1995, becoming a department of the hospital rather than a free-standing corporation, and its board became the same as the board of Bertie All-county Health;

WHEREAS, Bertie Memorial Clinic, Inc. (hereinafter "Bertie Memorial Clinic") took title to a certain tract of land that is located at 505 Sterlingworth Street, Windsor, NC (hereinafter referred to as "the Dr. Jordan lot") by deed dated June 25, 1996 and recorded on in Book 730, Page 219 in the Office of the Register of Deeds of Bertie County;

WHEREAS, both of the above referenced tracts were leased to Pitt County Memorial Hospital, Incorporated by lease dated April 6, 1998, which lease was recorded in Book 748, Page 349 in the Office of the Register of Deeds of Bertie County (hereinafter referred to as "the Lease");

WHEREAS, both of the tracts were released from the Lease by Partial Termination of Lease and Sublease Agreement dated December 5, 2007 and recorded at Book 879, Page 602 in the Office of the Register of Deeds of Bertie County;

WHEREAS, the terms of members of board of Bertie All-county Health are five years. The corporation has ceased to operate. The last board meeting was held on April 6, 1998. Now that the hospital and clinic property are leased by the County to Vidant and operated by Vidant, the purpose of Bertie All-county Health has been satisfied, and there is no reason to keep it in existence;

WHEREAS, the members of the Bertie County Board of Commissioners are now the members of Bertie All-county Health;

WHEREAS, the only two known assets of Bertie All-county Health are the 407 Winston Lane lot and the Dr. Jordan lot; and

WHEREAS, it is in the best interest of the County to transfer these assets to the County;

NOW, THEREFORE, be it resolved by the Board of Bertie All-county Health Services, Inc. that title to all assets of Bertie All-county Health Services, including but not limited to the 407 Winston Lane lot and the Dr. Jordan lot, be transferred to Bertie County. The Chairman of the Board, John Trent, is instructed to execute a deed to accomplish the transfer of title. Mr. Trent is also authorized to take the necessary steps to dissolve the company including the filing of articles of dissolution with the NC Secretary of State.

Adopted this the **4th** day of **January, 2016**.

**RESOLUTION # 2:
THE BERTIE COUNTY BOARD OF COMMISSIONERS TO TRANSFER TITLE OF
THE ASSETS OF BERTIE ALL-COUNTY HEALTH SERVICES, INC.
TO BERTIE COUNTY**

WHEREAS, Bertie All-county Health Services, Inc. is a non-profit corporation that was created by the County in 1990 in order to manage the health services being provided to the citizens of Bertie County, including the operation of a hospital;

WHEREAS, Bertie All-county Health Services, Inc. (hereinafter referred to as "Bertie All-county Health") took title to a certain tract of land that is located at 407 Winston Lane, Windsor, NC (hereinafter referred to as "the 407 Winston Lane lot") by deed dated October 31, 1996 and recorded in Book 733, Page 535 in the Office of the Register of Deeds of Bertie County;

WHEREAS, Bertie Memorial Clinic, Inc. is a non-profit corporation that was created by the County in 1991 as a subsidiary of Bertie All-county Health in order to own and manage a health clinic for the citizens of Bertie County;

WHEREAS, Bertie Memorial Clinic was collapsed into Bertie All-county Health by action of the Board of Bertie All-county health at a meeting of its Board that was held November 30, 1995, becoming a department of the hospital rather than a free-standing corporation, and its board became the same as the board of Bertie All-county Health;

WHEREAS, Bertie Memorial Clinic, Inc. (hereinafter "Bertie Memorial Clinic") took title to a certain tract of land that is located at 505 Sterlingworth Street, Windsor, NC (hereinafter referred to as "the Dr. Jordan lot") by deed dated June 25, 1996 and recorded on in Book 730, Page 219 in the Office of the Register of Deeds of Bertie County;

WHEREAS, both of the above referenced tracts were leased to Pitt County Memorial Hospital, Incorporated by lease dated April 6, 1998, which lease was recorded in Book 748, Page 349 in the Office of the Register of Deeds of Bertie County (hereinafter referred to as "the Lease");

WHEREAS, both of the tracts were released from the Lease by Partial Termination of Lease and Sublease Agreement dated December 5, 2007 and recorded at Book 879, Page 602 in the Office of the Register of Deeds of Bertie County;

WHEREAS, the terms of members of board of Bertie All-county Health are five years. The corporation has ceased to operate. The last board meeting was held on April 6, 1998. Now that the hospital and clinic property are leased by the County to Vidant and operated by Vidant, the purpose of Bertie All-county Health has been satisfied, and there is no reason to keep it in existence;

WHEREAS, the only two known assets of Bertie All-county Health are the 407 Winston Lane lot and the Dr. Jordan lot; and

WHEREAS, it is in the best interest of the County to transfer these assets to the County;

NOW, THEREFORE, be it resolved by the Bertie County Board of Commissioners that said Board of Commissioners are hereby appointed as the Board of Bertie All-county Health Services, Inc.

Adopted this the **4th** day of **January, 2016**.

Additionally, Commissioner Wesson made a **MOTION** for the Board to conditionally approve the offer of \$3,000 for Dr. Wayne Attkisson to purchase the “old lot of Dr. Jordan’s Office” on Sterlingworth Street and to advertise for ten days for an upset bid, with the statement that the County reserves the right to reject any and all bids. Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

Discuss proposed shift changes for Paramedic operations with Emergency Services Director, Mitch Cooper

Emergency Services Director, Mitch Cooper was present to discuss proposed shift changes to the Paramedic operations.

The proposed schedule will limit the number of work days from 8 per month to 7 per month and significantly reduce both overtime expenditures and part-time salaries per the attached report. This change would help eliminate significant overtime pay costs for part-time employees.

In turn, this change would also require a re-banding of current salaries for all Paramedic and EMT personnel and would also accommodate the hiring of 9 additional employees.

Mr. Cooper assured the Board that the approval of this initiative will not require any additional funds for FY 2015-2016 and any associated costs will be absorbed within the current year appropriation.

Commissioner Wesson inquired about the current efforts to secure more minorities working for the County in the EMS Division, as well as about finding the best candidates possible for the positions.

Mr. Cooper stated that there were 3 students currently working their way through the EMS CADET program, and were expected to be hired by the County as soon as it is possible to do so. He also mentioned that one of the students already works part-time for the County, and that he and his staff would continue to search for the best possible candidates with Commissioner Wesson’s concerns in mind.

Lastly, Mr. Cooper announced that financial information about Non-Emergency Transport would be presented to them in February.

After some discussion, Commissioner Wesson made a **MOTION** to approve the requests made today by Mr. Cooper regarding the specific shift change, re-banding of all Paramedic and EMT personnel salaries, and the addition of 9 new positions to be established in the current fiscal year for the Department. Vice Chairman Lee **SECONDED** the motion. The **MOTION PASSED** unanimously.

Review two recent water customer accounts in the Town of Lewiston-Woodville

County Manager Sauer reported that two water customers had recently approached the Board with concerns about their water charges. One was from the Town of Lewiston-Woodville and the other was from the Windsor area.

Both citizens mentioned that they did not believe they were being charged correctly for their water usage as it was much higher than what their household would need on a daily basis.

After an investigation of the matter was completed, it was discovered that both citizen's water meters were significantly worn out, and were no longer providing accurate readings. This was discovered after the County placed new meters at each of these residences.

The Board thanked Mr. Sauer for his efficiency in finding a resolution to this matter, and encouraged all citizens to please report any concerns that they have regarding their water or the billing of water usage as soon as possible so that the County can address any issues accordingly.

Pending Items/Updates by County Manager and the County Attorney

County Manager Sauer encouraged the Board to check their schedules for the last week in January to see if that was a convenient time for the Board to meet for a full-day, planning session.

The date of Thursday, January 28th was selected, and the Board will meet from 9:00AM to 5:00PM for a one day work session. A location will be announced soon.

COMMISSIONERS' REPORTS

Commissioner Wesson announced that he had been approached to be a keynote speaker at an upcoming event at East Carolina University. The event will take place in April of 2016.

Vice Chairman Bazemore reported that she had recently attended a swearing in ceremony for the newly elected officials of Martin County. She also informed that Board that she had participated in an event with Commissioner Lee for the Food Bank of the Albermarle. Both Commissioners assisted in the distribution of food to local citizens.

Commissioner Lee reported that the Town of Colerain is still moving forward with a mobile food pantry, and that distributing food to local area citizens is a "humbling" experience.

Commissioner White wished a Happy New Year to all of those present and stated that he was thankful for a safe first year as a Commissioner.

Chairman Trent reported that he had recently received a call from Senator Erica Smith-Ingram. She shared with him that a bill was currently being considered to the offer solar companies a tax credit for building and operating solar fields in Tier 1 counties.

There were also various suggestions from the Board to the media about a weekly or monthly update in the local newspapers. The Board would like for the County Manager and members of the newspapers to see if there's a way to secure ad space in upcoming editions for the County to discuss its' current and upcoming projects and initiatives.

COUNTY MANAGER'S REPORTS

The County Manager gave no report but did request that the Board consider a brief Closed Session before the close of today's meeting.

COUNTY ATTORNEY REPORTS

The County Attorney reiterated that the County prevailed over the Perdue tax appeal case, and that Perdue had 30 days to file an appeal. County Attorney Smith stated that the County will just need to wait and see if an appeal will be filed.

CLOSED SESSION

Commissioner Lee made a **MOTION** to go into Closed Session pursuant to NCGS 143-318.11(a)(6). Vice Chairman Bazemore **SECONDED** the motion. The **MOTION PASSED** unanimously.

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

OPEN SESSION

There was no further discussion needed.

ADJOURN

Chairman Wesson adjourned the meeting at 6:30PM.

John Trent, Chairman

Sarah S. Tinkham, Clerk to the Board